

## Quality Assurance Statement

BRPC will ensure that quality assurance and quality control practices are applied during the project. BRPC intends to carry out work under a quality assurance system commensurate with the degree of confidence needed for the environmentally related data operations. BRPC will establish quality systems which will serve as a framework by which BRPC will apply sufficient quality control (QC) and quality assurance (QA) practices to ensure program results meet expectations. BRPC will utilize a “Plan-Do-Check-Act” cyclical model that includes planning the work, implementing what is planned, assessing the results against performance criteria, reporting on data quality, and then making improvements if necessary. BRPC will establish and implement a structured data review process, where data examination will be performed in a standardized, consistent manner. BRPC will follow EPA’s *Best Practices for Review and Validation of Ambient Air Monitoring Data* (EPA-454/B-21-007), as applicable.

1. Mark Maloy, GIS, IT & Data Manager (see attached resume) will be designated as the QA Manager and will be responsible for the quality assurance (QA) and quality control (QC) aspects of the project. BRPC will employ a tiered process, with different people and perspectives responsible for the different stages of data review. Mr. Maloy will oversee a multi-step, multi-layered process to ensure data has been recorded, transmitted, and processed correctly. Melissa Provencher, Environmental & Energy Program Manager (see attached resume) will be designated as the QA Officer. BRPC will designate several site operators in coordination with project partners and preferably site operators will be on-site as part of their other duties. A minimum of two additional reviewers (Emily Lange and Allison Egan) will further verify and then validate data after the operator’s initial review.
2. BRPC anticipates that the criteria will be sorted into three major criteria categories: critical, operational, and systematic, with each criteria category having a different degree of implication regarding data quality. BRPC will utilize existing templates and follow specific instructions.

To produce high quality, usable environmental information, data should:

- Meet regulatory requirements
  - Follow monitoring methods defined in regulation, including EPA FRM/FEM specifications, as applicable
  - Follow procedures detailed in EPA’s quality system and approved QAPPs
- Be technically sound
  - Consistent with validated methods and accepted standards of quality
  - Supported by measurements that include standard materials that are traceable to an authoritative source (NIST or equivalent), and calibrations checked by a second, independent standard to verify the integrity of the standardization process
  - Systematically reviewed to verify and validate data usability against program objectives
- Be defensible
  - Ensure all data collection steps are documented and this documentation and associated raw data are retained and NIST-traceable
  - Ensure data integrity and reliability

- Maintain physical chain-of-custody (COC)
- Ensure unethical practices are not occurring and are actively prevented

# Agency Experience and Qualifications

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## Background

The Berkshire Regional Planning Commission (BRPC) is one of 13 Regional Planning Agencies (RPA) in Massachusetts. BRPC serves the 30 towns and 2 cities in Berkshire County. BRPC is established under Chapter 40B of the Massachusetts General Laws and, as such, is the official area-wide planning agency in Berkshire County with comprehensive planning responsibilities which include land use, transportation, economic development, and environmental planning. BRPC is composed of one Delegate and one Alternate from each member community, as well as a Commission professional staff. BRPC is required to study the problems, needs, and resources of the region and to make recommendations for physical, social, governmental, and economic improvements in the Berkshires. BRPC provides a wide range of land use, economic development, environmental and transportation planning services to its member municipalities. These include comprehensive master planning, technical assistance on zoning, data preparation and analysis, grant writing, municipal board member education and training, Geographic Information System mapping services, environmental review of development projects, public health services, and traffic planning. BRPC provides state required services to the region through review of development projects and proposals under the Massachusetts Environmental Policy Act. BRPC is designated as the staff for the Metropolitan Planning Organization under the Intermodal Surface Transportation Efficiency Act of 1991. As such, BRPC has the responsibility to develop a long-range transportation plan and a transportation improvement program.

The regional planning agencies in Massachusetts are public organizations that encompass a multi-jurisdictional regional community. RPAs serve the local governments and citizens within their planning districts by dealing with issues and needs that cross city, town, county, and even state boundaries through planning, policymaking, communication coordination, advocacy, education, analysis, and technical assistance. RPAs are advisory bodies to member communities, private business groups, and state and federal governments, providing research and analysis services and helping to implement planning in areas such as economic development, community and rural development, infrastructure development and maintenance, environment and land use, regional and municipal services, solid waste management and recycling, historic preservation, transportation and transit, GIS mapping and graphics services, technical assistance to member communities, housing, bikeway planning and development, and regional information.

Massachusetts' 13 regional planning agencies cover the entire state with planning areas of varying sizes. There are approximately 550 similar planning organizations nationwide. In 1955, Massachusetts became one of the first states in the nation to enact statewide enabling legislation that allowed for the creation of regional planning agencies. Within a decade and half, all 13 Massachusetts RPAs had been legally established, encompassing most of the Commonwealth's 351 cities and towns. Today, nearly 50 years later, all but a handful of the state's municipalities are active members of their regions' RPAs and are fully engaged in a regional planning process that exists wall-to-wall across Massachusetts.

Massachusetts' Regional Planning Law, MGL Chapter 40B, was designed "to permit a city or town to plan jointly with cities or towns to promote with the greatest efficiency and economy the coordinated and orderly development of the areas within their jurisdictions and the general welfare and prosperity of their citizens." City and town governments within each of the 13 state-designated regional planning districts were authorized to voluntarily join in order to address problems as well as opportunities of regional scope. RPAs are the umbrellas under which these cities and towns have come together.

Massachusetts' RPAs promote regional collaboration among their member communities. They are also the primary agencies responsible for increasing communication, cooperation, and coordination among all levels of government as well as the private business and civic sectors in order to benefit their planning regions and to improve their residents' quality of life.

Massachusetts' RPAs are funded through modest annual assessments from their member communities, state and federal grant programs, private sector contributions, and service fees, among other sources.

Although Massachusetts' RPAs are public service agencies, they are not direct arms of the federal or state governments. Rather, they are consortia of local governments that have banded together under the provisions of state law to address

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problems and opportunities that are regional in scope. The regional planning areas delineated for each of Massachusetts' 13 RPAs are designated by state enabling legislation as special state districts.

BRPC was founded in 1966 when the Berkshire County Industrial Development Commission sponsored the formation of the then Berkshire County Regional Planning Commission. The Berkshire County Regional Planning Commission was formally organized in early 1966 by the votes of ten cities and towns in Berkshire County. They were Adams, Dalton, Great Barrington, Lanesboro, Lee, Lenox, New Marlboro, North Adams, Pittsfield, and Stockbridge. On May 9, 1966, the Commonwealth of Massachusetts approved the ten-member region and designated its area of jurisdiction as being the 32 municipalities that comprise Berkshire County. Since then, all 32 municipalities have voted to join the Commission as members. In February 1997 Delegates voted to change the name to the Berkshire Regional Planning Commission. Because of the recent name change, many of BRPC's policies and documents prior to February 20, 1997, have "County" in the name.

BRPC has the following major program areas: Community and Economic Development, Community Planning, Data and Information Services, Emergency Preparedness Planning, Environmental and Energy Planning, Public Health Program, Regional Services and Transportation Planning. A detailed description of BRPC can be found at the website [www.berkshireplanning.org](http://www.berkshireplanning.org) including a list of current staff (<http://berkshireplanning.org/contact>), current major initiatives (<http://berkshireplanning.org/major-initiatives>), and current projects (<http://berkshireplanning.org/projects>).

### Community Development and Housing Qualifications

BRPC supports strategies, programs and projects that strengthen our region through housing rehabilitation and development and promote efficient use of municipal resources. The following is a brief list of some accomplishments:

- \* **Adams – CDBG-VC Southern Microenterprise Assistance Program** - This FY19 CDBG CV Regional Grant Program, funded by HUD, provided assistance in the form of grants up to \$10,000 to low to moderate income business owners adversely impacted by the 2020 Coronavirus pandemic. The Town of Adams was the lead community for this grant, which also served the towns of Cheshire, Clarksburg, Dalton, Florida, Hancock, Hinsdale, Lanesborough, New Ashford, Peru, Savoy, Williamstown, and Windsor.
- \* **Becket ADA Self-Evaluation and Transition Plan** - This project was intended to provide the town of Becket with an ADA Self-Evaluation and Transition Plan which enabled the town to identify barriers to accessibility in all municipal facilities including buildings, streets, sidewalks, parks, and other municipally owned properties as well as plan for elimination of such barriers over the next 5 years.
- \* **Becket Community Development Block Grant Housing Rehab Project** - Becket FY17 Community Development Block Grant Berkshire Regional Planning Commission previously managed a Housing Rehabilitation Program for the Town of Becket. The Program was funded by a \$772,800 Community Development Block Grant (CDBG), written, and submitted on behalf of the town by BRPC, and was awarded by the Massachusetts Department of Housing and Community Development. The Program goal was to rehabilitate 20 homes, which may be located anywhere within the Town of Becket.
- \* **Berkshire Taconic Foundation Housing Us Community Outreach and Engagement Program** - BRPC partnered with the Towns of Lenox and Great Barrington, Massachusetts Housing Partnership (MHP), the CDC of South Berkshires, Construct, Inc., and Age Friendly Berkshires to organize and host a one-day, mini-Housing Institute in Berkshire County. The program included presentations from experts on best practices and break-out instruction sessions on development planning, financing, construction, and long-term management.
- \* **Cheshire New Marlborough FY18 Community Development Block Grant** - Berkshire Regional Planning Commission is currently managing a Housing Rehabilitation Program for the Towns of Cheshire and New Marlborough. The Program is being funded by a \$998,000 Community Development Block Grant (CDBG), written, and submitted on behalf of the towns by BRPC, and awarded by the Massachusetts Department of Housing and Community Development. The Program goal is to rehabilitate up to 20 homes in Cheshire and 4-6 homes in New Marlborough. The average cost per rehabilitation project is expected to be \$30,000.
- \* **Clarksburg Mill Revitalization Plan** - BRPC administered a program to prepare engineering designs for a new fire protection system and structural improvements to Mill buildings in the Town of Clarksburg.
- \* **Community Development Block Grant Administration** - BRPC is administering a regional Community Development Block Grant (CDBG) for the Town of Great Barrington and Sheffield that has an infrastructure design



component, architectural barrier design component and housing rehabilitation program. Previously BRPC administered CDBGs for the Town of Becket, (infrastructure improvement, a housing rehabilitation program, and a planning component for an elderly housing development) and Great Barrington (infrastructure improvement and architectural barrier design component).

- ※ **Community Development Block Grant Administration Becket** - BRPC administered a Community Development Block Grant for the Town of Becket that has an infrastructure improvement component for North Becket Village, a housing rehabilitation program, and a planning component for an elderly housing development.
- ※ **Community Development Outsource Planning Support** - BRPC is assisting the Town of Adams, through the Department of Community Development to administer their Community Development Block Grant (CDBG) and assist with other community development activities. BRPC provides these services with BRPC "Outsource" Planners stationed in the town and serving as town staff while remaining BRPC employees.
- ※ **Covid-19 Front Line Worker Fridge Filler Program** - The goal of the Fridge Filler program is to provide fresh, healthy, locally sourced food products to frontline workers in a convenient, safe manner through pre-packaged bags of food products including fruits, vegetables, breads, and prepared foods such as soups and salad in approximately 25 servings per week, most of which is sourced from local purveyors.
- ※ **Dalton Downtown Buildings Facade Improvements Program** - BRPC secured grant funds and administered a program for facade improvements in the Town of Dalton.
- ※ **Dalton CDBG Regional Grant includes Sheffield, Stockbridge, and Becket FY20** -The FY20 Regional Dalton CDBG grant includes Sheffield, Stockbridge, and Becket. The \$1,298,304 grant will provide to provide housing rehabilitation services to at least 20 homeowners in the four towns, as well as municipal ADA planning in Dalton. This is a HUD funded grant program, with competitive grants awarded through the MA Department of Housing and Community Development (DHCD) and will be used to assist low to moderate income homeowners correct code violations, weatherization, and other deferred maintenance in their homes. BRPC will assist the Town of Dalton with grant administration and will manage the housing rehabilitation program. Typical projects undertaken through the CDBG Housing Rehabilitation Program include roofs and window replacements, electrical and plumbing upgrades, heating systems and septic systems.
- ※ **Development Block Grant Drainage Improvements and Housing Rehab Project Gt. Barrington** - BRPC is serving as Grant Administrator for this CDBG grant to assist the Town of Great Barrington on two activities: The Front Street Drainage Improvements Project in Housatonic, directing storm water drainage away from the village center and across Front Street, and the continuation of the Housing Rehabilitation Program, with at least two new housing rehab projects for low to moderate income home owners in the Housatonic target area.
- ※ **Distressed Properties Assessment** - BRPC is creating a distressed properties database for the City of North Adams and Town of Adams to track properties that have been foreclosed or condemned and are contributing to blight to determine areas that can be targeted for improvements.
- ※ **Economic Resiliency in the Northern Tier Program** - BRPC is working collaboratively with the Franklin County Community Development Corporation to identify the economic development needs of Northern Berkshire County and to investigate the various organizations that could be created to best fit those needs
- ※ **Great Barrington Housing Needs Assessment** - The Berkshire Regional Planning Commission (BRPC) will perform a Housing Needs Assessment for the town of Great Barrington, updating the 2013 Great Barrington Sheffield Needs Assessment, with the focus on Great Barrington.
- ※ **Greenfield ADA Self Evaluation & Transition Plan** - The Berkshire Regional Planning Commission will prepare the City of Greenfield ADA Self-Evaluation & Transition Plan; present the Plan for adoption to the public and City officials.
- ※ **Lenox – CDBG-VC Southern Microenterprise Assistance Program** - This regional CDBG CV project, funded by HUD, will provide emergency assistance to low to moderate income microenterprise business owners, who have been adversely impacted by the 2020 Coronavirus pandemic. The Town of Lenox is the lead community, and the projects will also serve business owners in Alford, Becket, Egremont, Great Barrington, Lee, Monterey, Mount Washington, New Marlborough, Otis, Richmond, Sandisfield, Sheffield, Stockbridge, Tyringham, Washington and West Stockbridge
- ※ **Mohawk Trail Woodlands Partnership Project 2019** - The Berkshire Regional Planning Commission, working with the Franklin Regional Council of Governments, will assist in the development and implementation of the Mohawk Trail Woodlands Partnership.
- ※ **Mohawk Trail Woodlands Partnership Project** - BRPC, in partnership with the Franklin Regional Council of Governments (FRCOG) and the Franklin Land Trust (FLT) is conducting a planning and public outreach process to

explore interest in a new partnership with State and Federal agencies for 21 towns in northwestern Massachusetts. The partnership could lead to a new designation by the State and U.S. Forest Service which could provide state and federal funds and technical assistance to expand forestry activities on privately owned land and to support tourism-based businesses. This potential designation would focus on forest-based economic development like recreational tourism, forest management, and research on new forest related manufacturing technologies.

- ※ **Mohawk Trail Historic Preservation Project** - BRPC is partnering with the Franklin Regional Council of Governments to prepare National Register of Historic Places nominations for sites along the national Mohawk Trail Scenic Byway and to determine the feasibility of developing and administering a historic preservation revolving loan program.
- ※ **Monterey FY17 Community Development Block Grant Housing Rehabilitation Project** - The Berkshire Regional Planning Commission will serve as Housing Rehabilitation Program Manager, and provide Program Delivery, for the FY17 Monterey CDBG Grant. This program will rehabilitate up to 18 homes for low to moderate income homeowners.
- ※ **Neighborhood Housing Plan** - BRPC prepared the Bracewell Avenue Neighborhood Housing Plan for the City of North Adams as a component of their Community Development Plan.
- ※ **Peru Wind Energy Zoning Bylaw Revisions** - BRPC provided GIS analysis and mapping, as well as legal research assistance to assist the Peru Planning Board with revisions to its existing wind energy zoning bylaw.
- ※ **Pinewoods Housing Project** - BRPC prepared a site assessment report for the Pinewoods Housing Project, an affordable housing development in the Town of Stockbridge, as a component of the Community Development Plan.
- ※ **Pittsfield 5 Year Consolidated Plan** -The Berkshire Regional Planning Commission (BRPC) will assist the City of Pittsfield in compiling data, public input and drafting its U.S. Department of Housing & Urban Development (HUD) Community Development Block Grant (CDBG) 5-year plan.
- ※ **Pittsfield - Brownfields Assessment** - BRPC will assist the City of Pittsfield's Department of Community Development to oversee and manage a Brownfields Assessment grant awarded by the EPA to assess the former Stetson Dry Cleaner at 35 Federal Street.
- ※ **Pittsfield Grant Application Assistance - Berkshire Innovation Center** - BRPC is preparing an application to U.S. Economic Development Administration for Public Works grant for infrastructure supporting construction of the Berkshire Innovation Center at the William Stanley Business Park on behalf of the City of Pittsfield, Pittsfield Economic Development Authority and the Berkshire Innovation Center, Inc.
- ※ **Regional Affordable Housing Planning** - BRPC provides technical assistance to support housing related activities in the towns of Dalton, Adams, Great Barrington, and Richmond. Specific tasks include developing Housing Production or Action Plans, facilitating housing development through inclusive zoning, planning for greater density in a downtown or village center area (such as creating a 40R overlay district), and assisting the towns with disposition of municipal properties to be reserved for affordable housing.
- ※ **Richmond Affordable Housing Committee Project** - The Berkshire Regional Planning Commission is assisting the Town of Richmond by facilitating the activities of the Richmond Affordable Housing Committee in their research on models for increasing the diversity and availability of housing for all residents of the community through a series of progress meetings and a community input session. BRPC will also include results of the Community input session in the final Housing Needs Assessment prepared for the Town. The Committee will present the results of their research, include community input, prior to making final recommendations to the Richmond Select board.
- ※ **Scenic Byways of Western Mass Promotional Marketing Campaign** - BRPC worked jointly with other regional planning agencies and local stakeholders to produce a coordinated marketing campaign strategy to brand and promote the scenic byways of Western Mass. Activities include identifying target audiences, develop a branding theme for the byways, creating marketing materials and implementing a signage program.
- ※ **Senior Housing Planning Project** - BRPC conducted an elderly housing planning study to provide the Town of Becket with the necessary tools and information to determine the short and long-term needs and demands within the community for affordable senior housing and to develop a plan to meet those needs.
- ※ **Sheffield-Great Barrington FY16 Community Development Block Grant** - The Sheffield-Great Barrington Housing Rehabilitation Program has been designed to address one of the most pressing community development needs in the two communities, as established by their Community Development Strategies: the preservation of affordable housing through the rehabilitation of properties owned and occupied by low and moderate-income

people. This activity will undertake moderate levels of rehabilitation to existing substandard housing units to provide safe, decent, and sanitary housing that meet the CDBG program inspection requirements. And continues with a FY16 grant with Sheffield.

- ※ **Sheffield-New Marlborough-Otis FY19 Community Development Block Grant** - Berkshire Regional Planning Commission is currently administering a \$1,265,368 FY19 CDBG Community Development Block Grant for the Town of Sheffield. The grant includes 3 activities, including a Housing Rehabilitation Program for the Towns of Sheffield, New Marlborough, and Otis, and 2 individual ABR design projects for Sheffield and New Marlborough. The grant application was written and submitted on behalf of the towns by BRPC Community & Economic Development staff and was awarded by the Massachusetts Department of Housing and Community Development. With a budget of \$896,000, the housing rehabilitation program goal is to rehabilitate up to 20 homes across the three towns of Sheffield, New Marlborough, and Otis. Due to the age and presence of lead paint hazards in many of the homes in the 3 towns, the average cost per rehabilitation project is expected to be \$40,000. The Sheffield Municipal Facilities ABR Design project will provide bids ready specifications and designs eliminating architectural barriers to ADA access at the Sheffield Police Station, Library and Town Park. The New Marlborough Town Hall ABR Design project, with a separate designer selection process, will also provide designs and bid ready specifications for a future construction project, in this case eliminating architectural barriers to handicap accessibility at the town hall. The New Marlborough Town Hall was built in 1908
- ※ **Stockbridge ADA Self-evaluation and Transition Plan** - This project is intended to provide the Town of Stockbridge with an ADA Self-evaluation and Transition Plan which will enable the town to identify barriers to accessibility in all municipal facilities, including buildings, streets and sidewalks, parks, and other municipally owned properties, and to plan for elimination of such barriers over the next 5 years.
- ※ **Western Mass Connect 2016** - Western MA Connect is providing funds to BRPC to map the location of the existing MBI fiber route, compile a list of MBI vendors and potentially other items to allow for the marketing of the MBI services.
- ※ **Williamstown Economic Development Plan** - BRPC will provide services to the Williamstown Economic Development Committee to support finalization of an Economic Development Plan.
- ※ **Working Cities Challenge Initiative Design Project** - The Working Cities Challenge Initiative Design project is intended to position a broad partnership of public, non-profit, and for-profit entities in Pittsfield to initiate a three-year project which will foster systemic changes which will improve the lives of low-income people in Pittsfield. The project is intended to build increased cross-sector capacity to integrate core elements of the Working Cities Challenge: collaborative leadership, community engagement, evidence-based decision-making, and systems change. The immediate goal is to develop a focused implementation grant application no later than May 6, 2016.

## Community Planning Related Qualifications

BRPC has extensive experience assisting communities with community planning and development related issues, including the development of comprehensive plans, preparation of zoning language, and promotion and review of site-specific development projects. The following is a brief list of some accomplishments:

- ※ **Adams Zoning Support for Housing and Housing Choice Designation** - BRPC is assisting the Town of Adams to prepare zoning amendments to enable the town to become eligible for Housing Choice Designation. This work includes review of multi-family zoning provisions, review of mixed used development provisions in the 40R district, and review of parking requirements for multi-family housing.
- ※ **Berkshire Mall Redevelopment Research** - The Berkshire Regional Planning Commission is providing planning services for creating a redevelopment plan to make the Berkshire Mall site a new regional destination. A new plan will incorporate scenarios for several potential new uses, including research on examples from around the country, and will also include a review of existing barriers posed by zoning, infrastructure, and current structural conditions to allow for a variety of future uses.
- ※ **Berkshire Mall Redevelopment Scenarios** - The Berkshire Regional Planning Commission is providing planning services for creating a redevelopment plan to make the Berkshire Mall site a new regional destination. A new plan will reference scenarios for several potential new uses, based on research of examples from around the country, and will also include a review of existing barriers posed by zoning, infrastructure, and current structural conditions to allow for a variety of future uses.
- ※ **Cheshire Planning Assistance** - The Berkshire Regional Planning Commission is providing planning services to amend the town's zoning map and the approval of one or more bylaws to encourage industrial/commercial

development in the town. In addition, this project will investigate the merits of creating an overlay zone to enhance agricultural use.

- ※ **Clarksburg Planning Assistance** - The Berkshire Regional Planning Commission is providing planning services to revise land use and zoning bylaws.
- ※ **Clarksburg Economic Planner** - The Berkshire Regional Planning Commission is providing the services of an Economic Development planner to assist the Town of Clarksburg to advance economic development activities in the town.
- ※ **Community Development Plans** - Through a state sponsored program, BRPC served as the primary consultant for 23 of 32 Berkshire communities to develop Community Development Plans, comprehensive plans dealing with open space / natural resources, housing, economic development.
- ※ **District Local Technical Assistance** - The District Local Technical Assistance program enables BRPC staff to provide technical assistance to member municipalities. This assistance must focus on advancing municipal partnerships, planning for housing, and planning for growth and is intended to encourage and enable municipalities to work together to achieve and/or enhance cost effective service delivery, or to create and sustain ongoing collaboration and consultation on issues affecting the municipalities, such as land use and planning for new economic and housing growth. Projects and activities should result in a measurable change in the municipalities, whether in law, regulation, program management, or practice.
- ※ **District Local Technical Assistance 2021** - The District Local Technical Assistance (DLTA) program enables Berkshire Regional Planning Commission (BRPC) staff to provide technical assistance to member municipalities. This assistance must focus on advancing municipal partnerships, planning for housing, planning for growth, support Community Compact, and support Housing Choice. It is intended to encourage and enable municipalities to work together to achieve and/or enhance cost effective service delivery, or to create and sustain ongoing collaboration and consultation on issues affecting the municipalities, such as land use and planning for new economic and housing growth. Projects and activities should result in a measurable change in the municipalities, whether in law, regulation, program management, or practice.
- ※ **District Local Technical Assistance 2022** - The District Local Technical Assistance (DLTA) program enables Berkshire Regional Planning Commission (BRPC) staff to provide technical assistance to member municipalities. This assistance must focus on advancing municipal partnerships, planning for housing, planning for growth, supporting Community Compact, and supporting Housing Choice. It is intended to encourage and enable municipalities to work together to achieve and/or enhance cost effective service delivery, or to create and sustain ongoing collaboration and consultation on issues affecting the municipalities, such as land use and planning for new economic and housing growth. Projects and activities should result in a measurable change in the municipalities, whether in law, regulation, program management, or practice.
- ※ **Dalton Open Space and Recreation Plan** - The Berkshire Regional Planning Commission (BRPC) will provide planning services to the Town of Dalton to aid them in updating their Open Space and Recreation Plan.
- ※ **Egremont Complete Streets and Health in All Policies** - BRPC will work with the Town of Egremont and the Age-Friendly Task Force to identify appropriate Complete Streets and Health in All Policies strategies in Egremont as well as for other Berkshire communities.
- ※ **Green Communities Annual Report** - BRPC provided technical services to aid the Town of Richmond file its annual Green Communities Report to the Dept. of Energy Resources. These services include updating fuel data in the Mass. Energy Insight online program and compiling the data into the DOER Green Communities Annual Report Form.
- ※ **Healthy Design - Complete Streets** - BRPC developed context specific guidance to municipalities, especially the smaller more rural ones, about applying "Complete Streets" principles. BRPC assisted the Town of Egremont to apply those "Complete Streets" principles in their town. In addition, BRPC work with the Town of Otis to promote healthy design principles in the development of their Master Plan.
- ※ **Hinsdale Economic Planner** - The Berkshire Regional Planning Commission is providing the services of an Economic Development planner to assist the Town of Hinsdale to advance economic development activities in the town.
- ※ **Hinsdale Open Space and Recreational Plan** - BRPC will assist the Town of Hinsdale prepare an Open Space and Recreation Plan and Natural Resources Preservation Bylaw.
- ※ **Lee Bikeway Planning Project** - Working with the Town of Lee, BRPC is planning and advancing the design a multi-modal path to travel through the town of Lee and connecting to neighboring towns of Stockbridge and Lenox. This section is a key element of the county-long Vermont to Connecticut bikeway.
- ※ **Lee Community Center Survey** - The Berkshire Regional Planning Commission (BRPC) will assist the town of Lee and the Lee Youth Commission by conducting a community survey and report the resident's feelings on a Community Center.

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- ※ **Massachusetts Land Use Permitting Educational Handbook** - BRPC is developing an educational handbook for municipal officials about the Massachusetts land use permitting process, aimed primarily at volunteer board members.
  - ※ **Master Plan and Open Space & Recreation Plan Development** - BRPC will assist the Town of Otis to prepare Master Plan and Open Space and Recreation Plan revisions and updates.
  - ※ **Master Plan Development** - Previously BRPC prepared Master Plans for the Towns of New Marlborough, Sheffield, Dalton, Lee, Lenox, Mt. Washington and Egremont. BRPC will provide direction and guidance to assist the Town of Sandisfield to prepare a Master Plan.
  - ※ **Master Plans** - BRPC will provide direction and guidance to assist the Towns of Cheshire, Hinsdale to prepare a Master Plan.
  - ※ **Master Plan Update** - BRPC to aid the Town of Lenox in preparing an update to its 1999 Comprehensive Master Plan.
  - ※ **North Adams Ashuwillticook Trail Extension** - BRPC is advancing the design of the Mohawk Bicycle/Pedestrian Trail, a multi-modal path connecting the Williamstown and North Adams downtowns. This project will produce a detailed feasibility analysis that integrate input from a community outreach committee to keep affected property owners and other interested parties informed on project progress, deliverables, and outcomes. This section is a key element of the county-long Vermont to Connecticut bikeway.
  - ※ **North Adams Comprehensive Plan Development** - BRPC prepared a Comprehensive Master Plan for the City of North Adams. This is the first comprehensive plan in the city in 40 years. This is the most recent Master Plan project BRPC has conducted for the region's municipalities.
  - ※ **North Adams Outdoor Theater Park** - The City of North Adams is engaging in a site selection analysis for a new outdoor theater park in the city center. The Park is intended to be used for activities such as concerts, plays, shows, dance and other performance. Data collection, investigative research and urban planning principals will factor into the site selection process. Topics to be focused on include available property, ease of pedestrian access, surrounding businesses, traffic counts, safety, available parking, and the physical environment as it relates to the human scale.
  - ※ **North Adams Zoning Amendments** - The Berkshire Regional Planning Commission will assist the City of North Adams with a comprehensive review and re-drafting of its zoning ordinance.
  - ※ **Peru ADA Plan** - BRPC will provide services to the town of Peru on an ADA self-evaluation and transition plan.
  - ※ **Pittsfield Open Space & Recreation Plan** - BRPC will provide planning services to the City of Pittsfield to aid them in updating their Open Space and Recreation Plan.
  - ※ **Rest of River Mitigation Planning Effort** - The Berkshire Regional Planning Commission (BRPC) is serving as the agent of the five Rest of River municipalities (Lenox, Lee, Stockbridge, Great Barrington, Sheffield), and shall retain legal counsel approved by the municipalities. BRPC communicates the position of the municipalities to Counsel regarding filing of legal arguments during the EPA permit and appeals process, during the federal appeals and in negotiations. If it is deemed necessary by the municipalities to pursue litigation related to the river cleanup BRPC will communicate the position of the municipalities to Counsel for the purposes of pursuing the Appeals. BRPC is responsible for all coordination between Counsel and the municipalities; BRPC acts as the agent and representative of the municipalities, subject to advice and approval from the municipalities, in assisting Counsel in these matters; and BRPC acts as the municipalities' fiscal agent.
  - ※ **Richmond Long Range Strategic Planning** - BRPC is coordinating the efforts of and providing technical assistance to the Town of Richmond Long Term Sustainability Working Group to develop a strategic plan for the town, to address a declining school age population, an aging population and stagnant tax revenue.
  - ※ **Richmond - Open Space and Recreation Plan** - BRPC will provide direction and guidance to assist the Town of Richmond to prepare an Open Space and Recreation Plan (OSRP) to meet the requirements of the Massachusetts Division of Conservation Services (DCS) as specified in the "OPEN SPACE AND RECREATION PLAN REQUIREMENTS" document prepared by DCS.
  - ※ **Savoy Procurement Services** - Berkshire Regional Planning Commission (BRPC) to provide the Town of Savoy technical assistance in School Fence Procurement.
  - ※ **Scenic Byways Trail Linkage Project** - BRPC, working collaboratively with the Pioneer Valley Planning Commission is working to promote trail linkages along the nationally designated Jacob's Ladder Trail and Route 112 Scenic Byways. Project work includes development of a trail inventory and planning map, assessment of the feasibility of trail linkages and development of an action plan to prioritize trail linkages.
  - ※ **Stockbridge Outsource Planner** - Berkshire Regional Planning Commission is providing planning services to the Town of Stockbridge Planning Board.
  - ※ **Stockbridge Sign Bylaw** - BRPC staff will aid the Town of Stockbridge with revisions to its existing sign bylaw.
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- ※ **Sustainable Berkshire Regional Plan - Adopted** - The Berkshire Regional Planning Commission has completed working with a regional Consortium of cross-sector partners to develop a regional sustainability plan for the Berkshires. The three-year project developed a regional vision and supporting goals and strategies for energy, economy, agriculture, neighborhoods, housing, open space, recreation, transportation, health, infrastructure, and land use. The impacts of food security, rising fuel prices, climate change, and technology will be some of the emerging topics were integrated into the plan. Broad and diverse public outreach mechanisms were employed throughout the process to garner strong public input. The Plan was adopted on March 20, 2014.
  - ※ **Walkability Audits** - BRPC assisted the Northern Berkshire Community Coalition to develop walking routes in the Town of Adams and City of North Adams. The routes will be audited for walkability and potential improvements.
  - ※ **Washington Chief Procurement Officer** - The Berkshire Regional Planning Commission to provide the town of Washington services of a Chief Procurement Officer to improve long-term purchasing results and pricing through bid and quote solicitations in the town.
  - ※ **Washington Town Planning Report**- BRPC will work with the Town of Washington to prepare a Town Planning Report which identified key issues, perceived needs, and desired projects in the town.
  - ※ **West Stockbridge Master and Open Space and Recreation Plan Project** - Berkshire Regional Planning Commission will provide direct guidance and assist the Town of West Stockbridge to concurrently prepare a Master Plan and an Open Space & Recreation Plan. Additionally, BRPC will provide guidance and assist the town with amending current zoning bylaws regarding delineation of zoning districts, accessory dwelling units, short term rental regulation, and multi-family housing.
  - ※ **Williamstown Housing Needs Assessment** - BRPC will prepare a Housing Needs Assessment for the Town of Williamstown.
  - ※ **Windsor Master Plan** - The Berkshire Regional Planning Commission (BRPC) will provide direct guidance and assist the Town of Windsor to prepare a Master Plan.
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### Economic Development Planning Related Qualifications

BRPC coordinates with federal, state, regional and local partners to pursue economic development strategies, programs, and projects that encourage investment in our region. The following is a brief list of some accomplishments:

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- ※ **Adams Economic Planner** - The Berkshire Regional Planning Commission is providing the services of an Economic Development planner to assist the Town of Adams to advance economic development activities in the town, specifically pertaining to the Greylock Glen Development Project.
  - ※ **Adams - Forestry Center at Greylock Glen** -Berkshire Regional Planning Commission will provide technical assistance and subcontractor oversight for the completion of the FY21 Town of Adams Mohawk Trail Woodlands Partnership grant to undertake conceptual planning for a Forestry Center at Greylock Glen.
  - ※ **Adams – Outdoor Center at Greylock Glen** - Berkshire Regional Planning Commission will provide technical assistance and subcontractor oversight for the completion of the Town of Adams Mohawk Trail Woodlands Partnership grant to undertake conceptual planning for climate change education to take place at the future Outdoor Center at Greylock Glen. Though this project, Memoranda of Understanding will be drafted for use in delivering services to a range of audiences, an Educational Plan will be created to establish climate change programming before and after Outdoor Center construction, and initial Outdoor Center exhibition concepts and content will be developed.
  - ※ **Agility and Resilience in Berkshire County: Public and Private Sector Preparedness** - Berkshire Regional Planning Commission, in partnership with project partner 1Berkshire, will utilize an EDA CARES Act investment to respond to economic injury to the region as a result of the COVID-19 pandemic, through regional resiliency planning, recovery project support, economic indicator tracking, technical assistance and capacity building for businesses and municipalities, and workforce and industry support.
  - ※ **Berkshire County Collaborative Campaign** - This project will raise awareness of the Berkshires, with a focus on three key themes of downtown shopping and dining, outdoor recreation, and Cultural Districts. The multifaceted campaign will capture visitation information across many partner sites, as well as on Berkshires.org, and re-target those visitors with a broader Berkshire message, ultimately encouraging them to travel to, and spend time and crucial dollars in, our region.
  - ※ **Berkshire County Economic Development District (EDD)** – In 2022, Berkshire Regional Planning Commission's application for EDD status was approved by the federal Economic Development Administration.
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Building on the work of a Comprehensive Economic Development Strategy (CEDS) approved by the federal Economic Development Administration, BRPC staff are building economic development capacity in the Berkshire region.

- ※ **Berkshire County COVID-19 Adaptation Fund** - The Berkshire County COVID-19 Adaptation Fund provided grants to small for- and non-profit businesses in Berkshire County to address fixed debt, payroll, accounts payable, documented lost sales, other working capital expenses that could have been recognized had the COVID-19 pandemic not occurred. The fund will also consider applications from established non-profit organizations to support programs aimed at supporting individuals and groups of individual's impacts economically by COVID-19.
- ※ **Small Business Relief Partnership** - The Berkshire County Small Business Recovery Fund provided small for-profit businesses in Berkshire County with emergency assistance in adherence with the parameters set forth by the Massachusetts Attorney General's Office: addressing fixed debt, payroll, accounts payable, lost sales, lost opportunities, and other working capital expenses that could have been recognized had the COVID-19 pandemic not occurred. The focus of this fund will be on fixed costs that cannot be avoided despite the applicant's inability to operate as they did prior to regulations pertaining to non-essential business functions.
- ※ **Gt. Barrington Economic Planner** - The Berkshire Regional Planning Commission is providing the services of an Economic Development Senior Planner to assist the Town of Gt. Barrington to advance economic development activities in the town.
- ※ **Lanesborough Economic Planner** - The Berkshire Regional Planning Commission provides the services of an Economic Development Senior Planner to assist the Town of Lanesborough to advance economic development activities in the town.
- ※ **Lanesborough Economic Development Plan** - The Berkshire Regional Planning Commission assisted the Town of Lanesborough to prepare an Economic Development Plan. Work includes coordinating the activities of the Lanesborough Economic Development Committee (EDC) as they relate to the development of the Economic Development Plan, facilitating a SWOT Analysis and Visioning Session, providing direct technical planning services, such as preparation and analysis of socioeconomic trends and needs and opportunities, and preparing a draft and final Economic Development Plan.
- ※ **Lenox Cultural District** - The Town of Lenox requested assistance in preparing an application for designation of a Cultural District within their downtown. The application was submitted to the Mass Cultural Council (MCC) during FY19 and approved in early FY20.
- ※ **Lenox Economic Planner** - The Berkshire Regional Planning Commission provides services of a Senior Planner to improve long-term fiscal sustainability through economic development activities in the Town of Lenox, specifically through tasks pertaining to the implementation of the recently designated Lenox Cultural District.
- ※ **Local Rapid Recovery Planning** - The LRRP program provided technical assistance to the communities of Adams, Great Barrington, North Adams, and Williamstown to help them develop plans tailored to the unique economic challenges and immediate COVID-19 impacts that have affected downtowns, town centers, and commercial areas. Plans will be action oriented and will include short, medium, and long-term recovery strategies, offering communities and stakeholders a concise roadmap for project-related investments. Each plan will include a thorough analysis and exploration of COVID-19 related challenges and barriers and conclude with a set of well-defined projects and strategies to address recovery needs.
- ※ **Local Rapid Recovery Planning -- Subject Matter Expert Services** - The LRRP Subject Matter Expert program provided technical assistance on an as-needed basis to communities and Plan Facilitators working on rapid recovery planning in Massachusetts through the Department of Housing and Community Development (DHCD).
- ※ **Richmond Economic Planner** - The Berkshire Regional Planning Commission provides the services of an Economic Development Senior Planner to assist the Town of Richmond to advance economic development activities in the town.

## Emergency Preparedness Planning Related Qualifications

BRPC has extensive experience assisting communities with emergency preparedness planning. The following is a brief list of some accomplishments:

- ※ **Adams storm water Management Bylaw** - The Berkshire Regional Planning Commission (BRPC) will work with the Town of Adams to prepare a storm water Management Bylaw to address both construction and post construction storm water management. The bylaw will require Erosion and Sedimentation controls, include a

process for public input, and ensure site plan review to include a preconstruction review that considers potential water quality impacts. The bylaw will also require permanent storm water controls to minimize water quality impacts and ensure long-term operation and maintenance of structural storm water controls. Importantly, the bylaw will incentivize Low Impact Development techniques and encourage compact design.

- ※ **Berkshire Community Organizations Active in Disasters** - BRPC will continue to support the building of the Berkshire Community Organizations in Disasters (COAD).
- ※ **Berkshire County Business Owners Education Disaster Response** - BRPC and the Berkshire Medical Reserves Corp. will work together to recruit new members into the Berkshire Medical Reserve Corps and to educate business owners in Berkshire County about their possible roles during a disaster response. BRPC will host a Leadership Breakfast at the Hotel on North for potential new members, with a business resiliency expert as a guest speaker. Participating businesses and organizations will also learn about major disaster risks in Berkshire County and will learn about local emergency response groups that they can become part of.
- ※ **Berkshire Hazard Mitigation Plan** - BRPC is working with six additional communities (Cheshire, Clarksburg, Hinsdale, Mount Washington, New Ashford, and West Stockbridge) to add them to the Berkshire Regional Hazard Mitigation Plan, a comprehensive plan addressing natural hazards and ways to minimize impacts from them.
- ※ **Berkshire Medical Reserve Corps** - Serve as the fiscal agent for the Berkshire Medical Reserve Corps, a program made up of medical and non-medical volunteers who are trained to respond to public health emergencies and disasters and who also participate in service and outreach events that promote community health, emergency preparedness and resiliency
- ※ **Children in Disasters** - BRPC will provide assistance under this project to prepare organizations to reunite children with their families in emergencies. Phase II will focus on outreach and education regarding the Plan.
- ※ **Cheshire Municipal Vulnerability Plan and Hazard Mitigation Plan** - BRPC is working with the Town of Cheshire to complete a combined Hazard Mitigation and Municipal Vulnerability Preparedness (MVP) Plan. This plan will identify and prepare the town for hazards especially in terms of climate change. There will be a focus on the impact of historical events and vulnerabilities, as well as future actions needed to mitigate impacts on the town infrastructure, the environment, society, and vulnerable populations.
- ※ **Clarksburg Hazard Mitigation Plan** - The Berkshire Regional Planning Commission (BRPC) will assist the Town of Clarksburg, with composing their FEMA approved Hazard Mitigation Plan.
- ※ **Clarksburg Municipal Vulnerability Plan** - As a follow-up to Clarksburg's Hazard Mitigation Planning, BRPC is serving the Town as their MVP Provider. As such, BRPC will guide Clarksburg in preparing for the impacts of climate change through a Community Resilience Building Workshop in which stakeholders will identify Climate Preparedness Actions.
- ※ **Dalton Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Dalton in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP climate community designation.
- ※ **Dalton Municipal Vulnerability Plan Phase 2** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Dalton in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP climate community designation.
- ※ **Debris Management Plan** - Berkshire Regional Planning Commission will provide review, discussion and feedback on the comprehensive Debris Management Plan developed by the Franklin Regional Council of Governments. In addition, BRPC will produce a Debris Management Action Guide.
- ※ **Emergency Shelters for Special Populations** - In previous response exercises, it was reported that there was a gap in first responders' ability to meet the access and functional needs of the population. This gap has also been identified in several real-world responses. Berkshire Regional Planning Commission will focus on meeting access and functional needs of the population in everyday incidents and large-scale incidents such as MCI or large-scale disaster response.
- ※ **Great Barrington Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
- ※ **Great Barrington Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Great Barrington in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP community designation and update the Town's Hazard Mitigation Plan.
- ※ **Hazard Mitigation Plans** - BRPC will assist the Towns of Adams, Dalton, Hinsdale, and Sheffield with development of their Hazard Mitigation Plan. BRPC will provide technical and planning services to assist the Towns in preparing a Hazard Mitigation Plan update to meet the requirements of the Federal Emergency Management Agency (FEMA). The existing 2013 plan will be used as the foundation upon which to build and update, as necessary, to meet FEMA requirements. BRPC will conduct public outreach, a risk assessment, and develop the plans.



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- ※ **Housatonic Stream Restoration for Regional Flood Resilience** - Four communities (Lenox, Pittsfield, Stockbridge, and New Marlborough) will embark on regional, community-wide culvert assessments of approximately 400 culverts, and design the replacement of three priority culverts. A unique feature to this project is the component of youth development—youth from Environmental Justice communities will be hired to conduct the assessments. Berkshire Regional Planning Commission (BRPC) is supporting this project by providing overall grant administration and acting as the community liaison during outreach activities.
  - ※ **Lanesborough Hazard Mitigation Plan Update** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan update to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **Lenox Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Lenox in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP community designation and update the Town's Hazard Mitigation Plan.
  - ※ **Mass Receiving Planning** - The Western Region Homeland Security Advisory Council is funding Berkshire Regional Planning Commission (BRPC), Franklin Regional Council of Governments (FRCOG) and Pioneer Valley Planning Commission (PVPC) to develop plans for evacuation service centers. The plan will define what an evacuation service center is, capacity and flow information, service capabilities, security considerations and integration with regional reception centers. Potential locations to serve as evacuation service centers will also be identified.
  - ※ **Monterey Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **Mt. Washington Hazard Mitigation Plan** - BRPC is working with the Town of Mount Washington to complete a combined Hazard Mitigation and Municipal Vulnerability Preparedness Plan. This plan will not only identify and prepare the town for current hazards but look forward to how climate change will impact emergency preparedness needs, the environment, and vulnerable populations in the area.
  - ※ **Mt. Washington Municipal Vulnerability Plan** - BRPC is working with the Town of Mount Washington to complete a combined Hazard Mitigation and Municipal Vulnerability Preparedness Plan. This plan will not only identify and prepare the town for current hazards but look forward to how climate change will impact emergency preparedness needs, the environment, and vulnerable populations in the area.
  - ※ **Monterey Municipal Vulnerability Plan Action** - The Berkshire Regional Planning Commission (BRPC) will provide grant administration and community outreach/education services for the Town of Monterey as they implement the design phase to replace the Route 23 culvert.
  - ※ **Multi-Agency Coordination Center** - This Western Region Homeland Security Advisory Council (WRHSAC) project will assist the Central and Southern Berkshire Regional Emergency Planning Committees (REPC) to establish regional Multi-Agency Coordination Centers that support local Incident Commanders by coordinating information and resources efficiently and effectively during responses to large-scale, regional emergencies.
  - ※ **Municipal Vulnerability Preparedness Projects** - BRPC will complete a comprehensive, baseline climate change and natural hazard vulnerability assessment, and work with the Town of Adams, Lanesborough and Monterey to develop prioritized actions for dealing with priority hazards using the Community Resilience Building (CRB) workshop guide developed by the Nature Conservancy.
  - ※ **New Marlborough Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **North Adams Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the City in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **North Adams Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the City of North Adams in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP climate community designation.
  - ※ **Otis Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **Otis Municipal Vulnerability Preparedness** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Otis in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP community designation and prepare a Town Hazard Mitigation Plan.
  - ※ **Partnering for Emergency Preparedness with Faith Based Organizations Projects** - BRPC acted as the fiduciary agent for a project to protect lives of individuals requiring additional assistance during an emergency by leveraging the resources of the faith-based community and involving them in emergency preparedness planning activities.
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- ※ **Peru Hazard Mitigation** - Berkshire Regional Planning Commission (BRPC) will provide technical and planning services to assist Peru in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **Public Health Emergency Preparedness Planning 2021** - Berkshire Regional Planning Commission acts as the fiscal host for Berkshire County Boards of Health Association, which is the public health emergency preparedness coalition for Berkshire County. Public Health Emergency Preparedness (PHEP) funds allow local public health to prepare for emergencies and disaster from a public health viewpoint. Emergency Dispensing Sites (EDS) are a focus of PHEP funding, particularly this year where flu clinics are crucial and in case a COVID vaccine is developed.
  - ※ **Public Health Emergency Preparedness Planning 2022**- The Berkshire Regional Planning Commission acts as the fiduciary agent for the Berkshire Public Health Emergency Preparedness Coalition. Public Health Emergency Preparedness Funding supports local Boards of Health in Berkshire County to prepare for emergencies and disasters from a public health perspective. Berkshire County Boards of Health Association (BCBOHA) acts as the emergency preparedness coalition for Berkshire County.
  - ※ **Public Health Emergency Preparedness Planning** - Berkshire Volunteers - BRPC in coordination with the Western Massachusetts Medical Reserve Corps Advisory Group (MAG) serves as the fiduciary for the Berkshire Medical Reserve Corps (BMRC). The Berkshire MRC's mission is to build resilient and healthy communities by recruiting, training, and deploying MRC volunteers.
  - ※ **Public Health Emergency Preparedness Planning** - Franklin Volunteers - Fairview Hospital, under an agreement with Berkshire Regional Planning Commission, acting as fiscal host for Berkshire County Boards of Health Association (BCBOHA) acting as the Berkshire County Public Health Emergency Preparedness Coalition will administer the Franklin County Medical Reserve Corps, as well as the Berkshire County Medical Reserve Corps.
  - ※ **Public Outreach and Project Awareness** - The Western Region Homeland Security Advisory Council, through Metropolitan Area Planning Council (MAPC), has hired the Berkshire Regional Planning Commission to conduct public outreach on what the council does as well as provide awareness on the projects it conducts. The Berkshire Regional Planning Commission will work with the other RPAs in Western Massachusetts to develop the presentation material and then conduct the presentation to various governmental organizations.
  - ※ **Regional Shelter Planning** - BRPC will work with the three Regional Emergency Planning Committees (REPC) in Berkshire County to establish regional shelters in North, South and Central County.
  - ※ **Regional Shelter Training Research** - BRPC will survey the three Regional Emergency Planning Committees (REPC) in Berkshire County to determine training needs associated with the planning of the regional shelters in North, South and Central County.
  - ※ **Regional Volunteer Training** - BRPC will update the Public Health Region 1 Spontaneous Unaffiliated Volunteers (SUV) Plan, SUV Field Guide and SUV Guide to coordinate with the WRHSAC MACC, COAD and Shelter Plans. A modular training will be developed to introduce the Plan to likely users. Up to 20 trainings will be presented to various groups in the four Western Mass counties.
  - ※ **Sandisfield Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the town of Sandisfield in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP climate community designation.
  - ※ **Spontaneous Unaffiliated Volunteer Website Training** - This project will transition the already developed Spontaneous Unaffiliated Volunteer (SUV) training developed for the Western Region Homeland Security Advisory Council (WRHSAC) and transition it to the more engaging and user-friendly format of Adobe Captivate. The trainings are available on the WRHSAC website.
  - ※ **Washington Hazard Mitigation Plan** - BRPC will provide technical and planning services to assist the Town in preparing a Hazard Mitigation Plan to meet the requirements of the Federal Emergency Management Agency (FEMA).
  - ※ **Williamstown Hazard Mitigation and Municipal Vulnerability Plan** - BRPC will work with the Town of Williamstown to develop a FEMA- approved Hazard Mitigation Plan Update that will also comply with the requirements of the MA Municipal Vulnerability Preparedness Program.
  - ※ **Windsor Municipal Vulnerability Plan** - The Berkshire Regional Planning Commission (BRPC) will aid the Town of Windsor in completing the Municipal Vulnerability Preparedness (MVP) planning process to achieve MVP community designation and update the Town's Hazard Mitigation Plan.
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### Environmental and Energy Planning Related Qualifications

BRPC has extensive experience assisting communities with environmental and energy planning. The following is a brief list of some accomplishments:

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- ※ **Access to Clean Energy Technology** - BRPC has received a grant from the Department of Energy Resources (DOER) through the Affordable Access to Regional Coordination Program (AARC Program) to increase and institutionalize knowledge of clean energy technologies and programs (including clean energy programs focused on low income residents or low income/affordable housing) through capacity-building, education, coordination, or training at the local level, thereby expanding the reach of successful programs and improving access to clean energy technology for the Commonwealth's low income residents.
  - ※ **Adams - Brownfields Assessment Project** - Berkshire Regional Planning Commission (BRPC) is working with the Town of Adams to serve as grant manager for their community-wide Brownfields Assessment Grant. The US EPA has awarded the Town of Adams a \$400,000 grant to conduct environmental assessments targeting the Rt. 8 Corridor including sites such as 50 & 26 Commercial Street, Curtis Fine Papers, Hoosac Valley Coal & Grain, and 5-7 Hoosac Street.
  - ※ **Adams - Brownfields Clean Up Project** - The Berkshire Regional Planning Commission (BRPC) will assist the Town of Adams to manage an EPA Brownfields Cleanup Grant to remediate the Hoosac Valley Coal & Grain site. Environmental investigations performed to date have revealed petroleum contaminated soil located down to depths of approximately 10 feet along with coal across/near the surface of a portion of the property. A geophysical survey conducted in October 2017 identified an underground storage tank (UST) near the southern portion of the Site near the Hoosac River. Site cleanup will include demolition of the two former building foundations, abatement of hazardous building materials (i.e., asbestos, lead-based paint, PCBs), removal of petroleum and coal-contaminated soils, removal of a UST, and implementation of a new Activity and Use Limitation (AUL).
  - ※ **Adams-Mohawk Trail Woodland Partnership Regional Adaptation & Resilience Project** - The Berkshire Regional Planning Commission (BRPC) will provide overall grant management and support for the Mohawk Trail Woodland Partnership Regional Adaptation & Resilience Project. This regional project encompasses a range of components from the macro to the micro – addressing multiple concerns for the MTWP that have arisen due to climate change and that are identified within the communities respective Municipal Vulnerability Preparedness Plans.
  - ※ **Adams Outsource - Environmental and Energy** - BRPC will provide technical planning support to the Town of Adams Office of Community Development. Specifically, BRPC will provide assistance to the Town regarding the National Pollutant Discharge and Elimination System (NPDES) Phase II requirements.
  - ※ **Bacterial Improvements in the Hoosac and Housatonic Rivers** - The goal of this project is to document current bacterial levels in select river segments of the Hoosac and Housatonic River Watersheds, with the expectation that bacteria levels have decreased in those river segments due to known land use changes and/or infrastructure improvements conducted by municipal public works departments. Project partners include Housatonic Valley Association and Hoosac River Watershed Association.
  - ※ **Berkshire Brownfields Assessment Program** - This program assists public, private, and non-profit property owners with initial assessment activities to uncover possible contamination and develop remediation plans.
  - ※ **Berkshire Brownfields Assessment Project** - The goal of the proposed Assessment Project is to target contaminated petroleum and hazardous waste sites in Berkshire County, leading to remediation and reuse. This project will retain and promote employment in core developed areas, protect the health and safety of traditional neighborhoods, and maintain the rural character of outlying areas.
  - ※ **Berkshire Brownfields Program** - Since 2004, BRPC staff has conducted the Berkshire Brownfields Program containing the following elements: An Assessment Program for Phase I, II & III Environmental Site Assessments, a Revolving Loan Fund for Brownfields Cleanups, site specific Cleanup Projects and comprehensive area-wide planning effort.
  - ※ **Berkshire Brownfields Revolving Loan Fund (RLF)** - This fund provides subordinated loans and sub-grants to enhance the credit worthiness of conventional or other traditional loans and may fill funding gaps in the financial mix of a project.
  - ※ **Berkshire Conservation Commission Training** - BRPC will continue to expand the Berkshire Conservation Commission Training Program. Through this program, BRPC will team up with the Massachusetts Association of Conservation Commissions (MACC) to deliver 4 units of MACC's Fundamentals for Conservation Commissioners Certificate Training Program to Conservation Commission members in Berkshire County.
  - ※ **Berkshire Regional storm water Management** - BRPC will work with the Towns of Adams, Cheshire, Dalton and Lanesborough and the City of Pittsfield to form a NPDES Regional Working Group to develop a plan to address the cost of storm water management and MS4 compliance. During this project BRPC will assist the NPDES Phase II regulated communities of Adams, Cheshire, Dalton, Lanesborough & Pittsfield in developing an effective and efficient strategy to fund compliance with the MA Small MS4 General Permit and provide outside expertise to each community, both individually and collectively, to evaluate current practices and develop a recommended approach.
  - ※ **Brownfields Area-Wide Plan** - The Town of Lee was selected by the US Environmental Protection Agency as one of twenty nation-wide Brownfields Area-Wide Planning grant recipients in 2013. BRPC is working with the
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Town to develop a brownfields area-wide plan and implementation strategy for the industrial area just north of the downtown, where four former paper mills are located within 1.5 miles of one another.

- ※ **Cheshire Green Communities Competitive Grant Administrative Assistance** - BRPC is working with the Town of Cheshire to select energy efficiency projects that it will implement using its designation grant funds through the Green Communities program. Once projects are selected, BRPC will assist the town with grant reporting requirements, a public relations campaign, contractor management, analyzing the town's municipal energy usage, and other general Green Communities program maintenance.
- ※ **Cheshire Storm Water Support** - Berkshire Regional Planning Commission is assisting the Town of Cheshire in staying in compliance with the Phase II NPDES MS4 General Permit, which regulates storm water runoff in the urbanized area of Cheshire.
- ※ **Clarksburg Green Communities Weatherization & Lighting Project** - BRPC is providing assistance to the Town of Clarksburg to manage a competitive grant for weatherization and lighting project awarded to the Town by the MA Department of Energy Resources (DOER). This project included energy efficiency measures implemented at the Town Hall and the Elementary School. BRPC will provide grant administration, interface with DOER, serve as a liaison between the contractor and the Town, and develop outreach materials.
- ※ **Dalton Green Infrastructure and Education** - Dalton will work with the Berkshire Regional Planning Commission (BRPC) to integrate emergency communications and education into the green infrastructure and environmental stewardship planning and implementation process by drawing connections between neighbors and environmental systems.
- ※ **Dalton Storm Water Management** - BRPC will provide professional planning assistance for the purpose of providing technical assistance and guidance to the Town Administrator and the storm water Management Commission to comply with NPDES Phase II requirements, implement the Town of Dalton storm water Management Plan, and enforce the storm water Management and Erosion Control Bylaw. In addition, the Town may approve additional services on an as needed basis including, but not limited to, community development, or environmental planner services.
- ※ **Dalton Storm Water Management 2016** - BRPC will provide professional planning assistance to the Town of Dalton for the purpose of providing assistance and guidance to the Town Manager and the storm water Management Commission to implement the Town of Dalton storm water Management Plan and maintain compliance with the NPDES Phase II General Permit.
- ※ **Design and Implementation Plans for Phosphorus Reduction in Lake Garfield** - This project is in collaboration with the Town of Monterey to address nonpoint source pollution of sediment and phosphorus coming from a section of Hupi Road into Lake Garfield. BRPC is providing grant support and outreach while the Town is working with the engineering firm Foresight Land Services to design conceptual treatment Best Management Practices.
- ※ **Environmental (Clearinghouse) Reviews** - BRPC prepares advisory comments for the Secretary of Energy and Environmental Affairs and local permitting boards/commissions to projects subject to Massachusetts Environmental Policy Act (MEPA) review.
- ※ **Farmers Market Promotion Program** - BRPC will support the operation of independent farmers markets, build capacity, and increase customer volume and sales. The Berkshire Market Collective will bring together all the market managers to provide technical assistance and an outlet to share information, streamline market operations and reduce administrative burden. A unified market campaign will be developed to advertise the markets within the region while celebrating the individuality of each market. Data will be collected that measures sales in dollars and initial customer count and documents customer and sales increases.
- ※ **Forest Resilience Carbon Storage Practices** - The objective of this project is to assist the MTWP municipalities and landowners in achieving greater resilience of the forests to withstand climate change by implementing a suite of best practices to mitigate and adapt to climate change through forest management activities that increase tree retention and growth, enhance species diversity, and reduce forest threats.
- ※ **Green Communities Technical Assistance** - BRPC assisted the Town of Becket with the administration of the Green Communities Technical Assistance Grant to improve energy efficiency in municipal buildings.
- ※ **Great Barrington Brownfields Assessment Project** - BRPC will work with the Town of Great Barrington to serve as grant manager for their community-wide Brownfields Assessment Grant. The US EPA has awarded the Town of Great Barrington a \$300,000 grant to conduct environmental assessments targeting the Village of Housatonic including sites such as Monument Mills, Rising Mill, Cook's Garage, Barbieri Lumber, and Hong Kong Buffet.
- ※ **Great Barrington Brownfields Clean Up Project** - The Town of Great Barrington Ried Cleaners Cleanup Grant is a competitive grant awarded to the Town of Great Barrington from the US Environmental Protection Agency (EPA). Through this project the Town of Great Barrington will hire environmental professionals to conduct remediation actions at the former Ried Cleaners property. This project will follow work conducted by EPA Emergency Response. BRPC will assist the Town to conduct programmatic activities necessary to carry out

activities under the grant, including EPA reporting, procurement of a Licensed Site Professional and remediation contractors, community outreach, and general coordination with EPA under a Cooperative Agreement.

- ※ **Great Barrington Green Communities Competitive Grant Program** - Grant funds will be used for energy efficiency measures at two municipal buildings. BRPC will provide administrative support to the Town for the activities conducted under the grant and the greater Green Communities program. BRPC will also provide outreach and publicity related to the grant and/or projects in the form of a press release issued by the Town, a municipal/school newsletter article, and a newspaper article or equivalent based on relevant Town communication channels.
- ※ **Greylock Flume Inc. Brownfields Clean Up** - BRPC will work with the nonprofit Greylock Flume, Inc. to serve as project manager for an EPA Brownfields Cleanup Grant to remediate contamination within the flume at the Greylock Mill in North Adams.
- ※ **Healthy and Efficient Homes Pilot Project** – The Healthy and Efficient Homes Pilot Project seeks to address indoor environmental hazards and energy efficiency issues in homes within the Morningside and Westside neighborhoods in Pittsfield. This project aims to improve the overall health and safety of housing units in response to the myriad of health inequities experienced by residents and common hazards found in older homes, especially those that have been poorly maintained. BRPC will partner with Habitat for Humanity as well as Berkshire Environmental Action Team and engage with the City of Pittsfield Community Development and Health Departments to implement this program.
- ※ **Hoosac River Bacterial Source Tracking** - BRPC assisted with a project to identify nonpoint sources of bacterial contamination in the Hoosac River Watershed and to develop strategies to mitigate the sources found.
- ※ **Housatonic Valley Association Churchill Brook Culvert Replacement** - BRPC is collaborating with the Housatonic Valley Association to do outreach using the Churchill St. culvert in Pittsfield as an example culvert replacement project. BRPC will be assisting by performing a needs assessment and promoting workshop participation county-wide.
- ※ **Housatonic Valley Association Municipal Culvert Replacement Cooperation** - BRPC is working with the Housatonic Valley Association to develop a regional Culvert Replacement Cooperative. As part of this, BRPC will determine the feasibility of group purchasing for culvert replacements and connect with county communities and local highway superintendents to assess the challenges and long-term benefits of culvert replacement according to Massachusetts Road-Stream Crossing Standards.
- ※ **Lee - Brownfields Assessment Project** - The Berkshire Regional Planning Commission will work with the Town of Lee to serve as grant manager for their community-wide Brownfields Assessment Grant. The US EPA has awarded the Town of Lee a \$300,000 grant to conduct environmental assessments targeting the former Schweitzer- Mauduit paper mills (Eagle, Columbia, Greylock and Niagara).
- ※ **Lanesborough storm water Management Plan Support** - Berkshire Regional Planning Commission (BRPC) will provide professional planning assistance to the Town of Lanesborough for the purpose of providing assistance and guidance to the Town Manager and the Department of Public Works to implement the Town of Lanesborough storm water Management Plan and maintain compliance with the NPDES Phase II General Permit.
- ※ **Mass CEC EmPower Pilot** - BRPC has received a grant from the Massachusetts Clean Energy Technology Center (MassCEC) EmPower Massachusetts (EmPower) Program to lead an effort collaborating with the City of Pittsfield, Berkshire Environmental Action Team, Center for EcoTechnology, and Berkshire Community Action Council. The grant will be used to perform research on the mechanisms for addressing the landlord/renter split incentive challenge which includes an analysis of Pittsfield's market conditions, researching nationwide case studies for related program models and tools to address the challenges, options for energy efficiency, development of an outreach and education campaign for landlords and renters, and seeking potential local energy efficiency coaches.
- ※ **Municipal Energy Technical Assistance** - BRPC will provide Green Communities technical assistance to Berkshire County municipalities. BRPC will provide assistance to Adams, Cheshire, Clarksburg, Dalton, Gt. Barrington, Hinsdale, Lanesborough, North Adams, Monterey, Peru, Richmond, Sandisfield and Washington as they pursue Green Communities designation and provide assistance with the reporting requirements to municipalities who are Green Communities.
- ※ **Municipal MS4 Technical Assistance** - BRPC has received a \$50,000 MS4 Municipal Technical Assistance Grant from the MA Department of Environmental Protection to employ a regional approach toward meeting Illicit Discharge Detection & Elimination requirements of the National Pollutant Discharge and Elimination System (NPDES) Phase II General Permit. BRPC will partner with the Housatonic Valley Association, Berkshire Environmental Action Team (BEAT), and the Hoosac River Watershed Association (HooRWA). The Project Partners will work with and report back to the five regulated (or soon to be regulated) communities within Berkshire County: Adams, Dalton, Cheshire, Lanesborough, and Pittsfield. This approach will begin to address compliance with the enhanced IDDE requirement in a cost-effective manner that reduces community costs, both individually

and on a regional basis by maximizing efficiencies, utilizing existing methodologies, working with local non-profit groups, and utilizing an existing pool of volunteers.

- ※ **Nonpoint Source Regional Coordinator** - The project goals are to provide services in support of the Nonpoint Source Program by assigning BRPC staff to serve as Regional Coordinator to conduct work that is focused on NPS. It will include a collaborative watershed-based planning approach across sub watersheds, outreach and education efforts, identification and prioritization of regional NPS priorities, development of watershed-based plans, development and submittal of high-quality proposals for funding under the 319 competitive grant program, and any other activities that will further the goals of the Nonpoint Source Program especially objectives and milestones identified in the 2020-2024 Massachusetts Nonpoint Source Management Program Plan.
- ※ **North Adams Green Communities Competitive Grant Administrative Assistance** - BRPC is assisting the City of North Adams in managing the funding it received to make energy efficiency upgrades to municipal buildings and vehicles through the Green Communities Competitive Grant Program. Projects include weatherization and insulation at City Hall, weatherization at the Public Safety complex, a LED lighting upgrade at the Wastewater Treatment Plant, a transformer upgrade at the Vietnam Veterans Ice Rink, and partial funding towards the purchase of a hybrid police cruiser, which are estimated to save a combined 681 MMBTU of energy and \$26,197 annually. BRPC will assist the City with grant reporting requirements, a public relations campaign, contractor management, and analyzing the City's municipal energy usage.
- ※ **North Adams Brownfields Assessment Project** - BRPC will work with the City of North Adams to serve as grant manager for their community-wide Brownfields Assessment Grant. The US EPA has awarded the City of North Adams a \$300,000 grant to conduct environmental assessments targeting the Route 2/Mohawk Trail Corridor, specifically a 1 mile stretch of commercial/industrial development between the eastern gateway and the downtown. The core of the Target Area is a former textile mill (Delftree) which was originally part of the Eclipse Mills and a former factory (Barber Leather).
- ※ **Pipeline Information** - AECOM Technologies Corp. has requested that Berkshire Regional Planning Commission provide information to them on various constraints as they prepare the permitting for the Northeast Direct Pipeline project.
- ※ **Pipeline Technical Assistance to Communities** - BRPC will facilitate an education and awareness program about the roles and responsibilities of local officials regarding pipeline safety concerns and risks. This education and awareness program will focus on the Tennessee Gas pipeline which currently exists and the proposed Tennessee Gas Northeast Energy Direct and Connecticut Expansion Projects. Local officials will be provided with technical assistance to provide greater understanding of their roles and responsibilities from proposal through the lifetime of the pipeline and how to better understand and address where a pipeline failure could pose a significant risk to people or to unusually sensitive environmental areas. The Berkshire Regional Planning Commission will also work with local emergency responders to increase their response capabilities, so they can effectively deal with pipeline safety risks and potential failure. It is expected that as a result of this project the communities will be better positioned to respond to stakeholders in affected geographic areas.
- ※ **Pipeline Working Group Pre-Filing Technical Support to Communities** - The Berkshire Regional Planning Commission using outside experts will provide legal and technical assistance related to the project Tennessee Gas Pipeline Northeast Direct Project to communities and fire districts in the working group.
- ※ **Pittsfield storm water Management** - BRPC will provide direction and guidance to assist the Town of Lanesborough in compliance with the MA 2016 Small MS4 General Permit.
- ※ **Pittsfield storm water Management** - BRPC will provide assistance to the City of Pittsfield in preparing an NOI and storm water Management Plan template for compliance with the MA 2016 Small MS4 General Permit.
- ※ **Regional Energy Planning Assistance** - Through the Regional Energy Planning Assistance (REPA) program, BRPC will augment the capacity of nine Berkshire County municipalities necessary to: 1) advance clean energy projects in under-resourced municipalities 2) expand regional school district participation in Green Communities and 3) help under-resourced municipalities pursue net-zero planning activities and regional clean energy projects.
- ※ **Site Specific Cleanup Projects** - This program provides funding to carry out cleanup activities at brownfield sites. Funds may be used to address sites contaminated by petroleum and/or hazardous substances, pollutants, or contaminants (including hazardous substances comingled with petroleum). Successful clean-up projects have been conducted in the Towns of Dalton and Lee.
- ※ **Stockbridge Bowl Management Plan Phase II 319** - BRPC will provide assistance to the Town of Stockbridge in conducting the Stockbridge Bowl Management Plan, which is being funded by Mass. DEP through a s.319 Nonpoint Source Pollution Grant.
- ※ **Stockbridge Bowl Watershed Assessment 604B** - BRPC will provide assistance to the Town of Stockbridge to support implementation of the Stockbridge Bowl Watershed Assessment Grant, which is funded through the Mass. DEP.
- ※ **Williamstown - Mohawk Trail Woodland Partnership Forest Stewardship, Resilience & Climate Adaptation MVP Action Grant** - The objective is to assist the MTWP municipalities and landowners in achieving greater

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resilience of the forests to withstand climate change by implementing a suite of best practices to mitigate and adapt to climate change through forest management activities that increase tree retention and growth, enhance species diversity, and reduce threats.

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### Geographic Information System Related Qualifications

BRPC has extensive experience assisting communities with Geographic Information System (GIS) mapping services, including the zoning maps, storm water mapping, build-out analysis, and database development. The following is a brief list of some accomplishments:

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- \* **Berkshire Benchmarks** - Berkshire Benchmarks is a collaborative effort to provide regional data and analysis. The Data Clearinghouse provides a one-stop-shop for data about the region and is intended to assist the decision makers, service providers, and others who need reliable data to inform their work. The Regional Indicators defines what we want for our future and then tracks progress in achieving these goals. Berkshire Benchmarks can be found online at [www.berkshirebenchmarks.org](http://www.berkshirebenchmarks.org). Berkshire United Way provides funding to aid in the development of Berkshire Benchmarks as well as provide data support to the United Way on their various projects.
  - \* **Berkshire County Blueprint for Arts Education** - Massachusetts College of Liberal Arts (MCLA) is funding BRPC through a National Endowment for the Arts grant to design, launch and track shared measurement tools for the launch of a Berkshire County Blueprint for Arts Education.
  - \* **Berkshire Leadership Impact Council Regional Indicators** - Berkshire Leadership Impact Council, through the Berkshire United Way, is providing funding to update the Berkshire Benchmarks website and to create regional indicators for the county.
  - \* **Berkshire Taconic Community Foundation Data Project** - The Berkshire Regional Planning Commission (BRPC) is compiling data for Berkshire Taconic Community Foundation on their region as they create municipal profiles in support of their "A Closer Look" report.
  - \* **Berkshire Taconic Community Foundation Data Project FY2020** - The Berkshire Regional Planning Commission (BRPC) is compiling data for Berkshire Taconic Community Foundation on their region as they update municipal profiles in support of their "A Closer Look" report.
  - \* **Berkshire Taconic Foundation Data Collection** - BRPC collected data on a variety of topics for the catchment area of the Berkshire Taconic Community Foundation (portions of Berkshire (MA), Litchfield (CT), Columbia and Dutchess Counties (NY).
  - \* **Census 2020** - Funding has been received from Berkshire Bank, Greylock Federal Credit Union, and Pittsfield Cooperative Bank to support the marketing of the 2020 Census for the hard-to-count populations, including immigrants, minorities, low income, children, college age and snowbirds.
  - \* **Census 2020 Libraries** - This grant is to provide education on the Census 2020 through the libraries in the Central Berkshire district. This includes Dalton, Hinsdale, Peru, Washington, Becket, and Windsor.
  - \* **Complete Count** - The Secretary of the Commonwealth is providing funds to the Berkshire Regional Planning Commission to conduct outreach to the hard to count populations within Berkshire County.
  - \* **Central Berkshire Regional School District Data Collection** - BRPC will provide data and analysis related to the Central Berkshire Regional School District, including enrollment trends and expenditures.
  - \* **Community Development Plans** - Through a state sponsored program, prepared maps for 23 of 32 Berkshire communities dealing with open space / natural resources, housing, economic development, and transportation. Prepared maps showing the area's most likely to be developed given the existing infrastructure and environmental constraints.
  - \* **Community Preservation Initiative** - Prepared municipal "build-out" analyses for Berkshire municipalities and presented the results to the region's municipal leaders.
  - \* **Database Development** - Developed Microsoft Access databases to track building permits, food permits, and housing inspections for the Town of Adams which tie with the GIS system to visually display the status of the permits/inspections.
  - \* **Egremont and Mt. Washington Master and Open Space Plans** - Developed maps for Master plans and Open Space Plans for the adjacent towns of Mt. Washington and Egremont.
  - \* **MassGIS FDC-Lite Training** - BRPC has been hired by MassGIS to provide training to local building officials on using the FDC-Lite Application. This application allows the officials to enter addresses into the system when a new
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building is constructed. This address is then reviewed by BRPC and entered into the NextGEN 911 system for emergency response.

- ※ **Master Plan Maps** - Developed maps for the Master Plan for the Towns of Lee, Lenox, Dalton and Gt. Barrington.
- ※ **Official Maps or Status of Roads** - Prepared either Official Maps or Status of Roads Maps for Alford, Florida, Hancock, Hinsdale, Otis, Peru, Richmond, Stockbridge and Tyringham.
- ※ **Open Space Plans** - Prepared Open Space Plan maps for Adams, Alford, Egremont, Florida, Hinsdale, North Adams, Monterey, Pittsfield, Savoy, Stockbridge, Tyringham, & West Stockbridge.
- ※ **Outsource GIS Program** - Provides the Town of Adams with a dedicated GIS Coordinator from the BRPC staff to perform part-time mapping services including the following activities: overall management of the towns GIS; development of maps for grant applications; mapping of existing town projects; updating of various town data layers.
- ※ **Parcel Map Maintenance** - BRPC provided yearly maintenance to the digital GIS parcels for Great Barrington.
- ※ **Pittsfield Watershed Management Plan** - Conducted and mapping for the Pittsfield Watershed.
- ※ **Regional GIS Services** - BRPC is providing GIS assistance to North Adams, by digitizing parcels and linking the parcels to the assessor's database and coordinating address list standardization for MassGIS.
- ※ **Resource Area Maps** - Created maps showing environmentally regulated areas that are in proximity to roads.
- ※ **Scenic Byways** - Created maps of the Mount Greylock and the Mohawk Trail Scenic Byways.
- ※ **Scenic Mountain Act** - Created maps showing areas designated as Scenic Mountain Areas for Alford, Great Barrington, Monterey, and Tyringham.
- ※ **Slum and Blight Analysis** - Conducted Slum and Blight mapping and analysis for the towns of Adams, Dalton and Lee and the City of Pittsfield showing the use and condition of buildings within their downtowns or targeted development areas.
- ※ **Storm water Assessment** - Prepared the storm water Assessment in the Hoosac and Housatonic Watersheds, employing a GIS methodology to identify existing storm water problems.
- ※ **Zoning Maps** - Created new town zoning maps for Alford, Clarksburg, Dalton and Lenox and a Corridor Access Management Zone map and a Downtown Arts Overlay Zone map for Pittsfield.

## Outreach and Training Related Qualifications

BRPC has extensive experience assisting communities with Training and Education. The following is a brief list of some accomplishments:

- ※ **Educational and Training Activities** - BRPC hosts, sponsors, coordinates, conducts and presents training sessions for municipal board members, including the Citizen Planner Training Collaborative on topics such as municipal planning and zoning, smart growth, and environmental protection. Three or four times per year the Berkshire Regional Planning Commission hosts a training dinner for Planning Board and Zoning Board of Appeals members, Building Inspectors, Planning staff and Public Health Officials.

## Public Health Related Qualifications

In July 2013 BRPC implemented a Public Health Planning Program. Prior to that time BRPC served as the fiscal agent for several public health and emergency preparedness efforts. Recently BRPC has been involved in regional health and wellness projects. The following is a brief list of some accomplishments:

- ※ **Accessible Mobility** - The goal of this project is to reduce inequities and increase access to needed healthcare services for geographically isolated older adults and those with disabilities. Grant funding will be used to increase the jurisdictional coverage of the current 11 vans operated by Councils on Aging and other social service providers and funded through Section 5310, the Massachusetts Mobility Assistance Program and local funding to adjoining municipalities currently without services. A centralized scheduling hub will ensure efficient, effective use of services, along with an electronic app designed for the project to ensure appropriate tracking of services.
- ※ **Age Friendly Berkshires** - BRPC staff will continue to build upon and expand the work of the Berkshire Age-Friendly Vision 2020 Task Force. The goal is to create an age-friendly county.



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- ※ **Age Friendly Berkshires Covid-19 Outreach & Support** - The Berkshire Regional Planning Commission (BRPC) Age Friendly Berkshires will be working with AFB Committees, municipalities, regional nonprofits, and businesses to support residents thru the Covid-19 pandemic, by coordinating and connecting residents to existing or new services and supports in the community.
  - ※ **Age Friendly Berkshires Land Use Planning** - Overall, current housing stock and residential neighborhood fabric do not adequately support senior residents as they age in most Berkshire County municipalities. Many seniors are "over-housed" in large family-sized homes, without more appropriate alternatives in their communities. This project proposes to address some of the zoning shortfalls that exacerbate this issue, and to encourage growth that follows the Massachusetts Sustainable Development Principles. Model bylaws, using the Smart Growth/Smart Energy Toolkit and other best practices will be drafted. BRPC will then work intensively with three municipalities (Egremont, Sheffield & North Adams) of varying population sizes, needs and resources, to implement up to two regulations each to encourage the production of sustainable housing to meet the needs of older adults aging in the community. This project will be easily adaptable to other municipalities.
  - ※ **Age Friendly Berkshires Loneliness & Social Isolation** - The Berkshire Regional Planning Commission (BRPC) under contract with BTI for Age Friendly Berkshires will be working with AARP MA to hold a Community Conversation on Loneliness & Social Isolation on Thursday, May 28 from 10-12 via ZOOM.
  - ※ **Age Friendly Berkshires Transit Options for Elders** - This project will allow Age Friendly Berkshires to 1) Building awareness among residents in a 6-town sub-region (Becket, Washington, Dalton, Hinsdale, Windsor, and Peru) about available transit options for elders, the disabled and other non-drivers 2) Survey residents and municipal leaders about their own/their town's transit needs 3) Engaging residents/Towns in co-creating a solution(s).
  - ※ **Age Friendly Berkshires Volunteer Fair** - This grant from AARP, will support Volunteerism as a means to increase community connections, health and well-being for participants; to match potential volunteers with local non-profits and municipalities who have open positions that need to be filled; to make better use of nonprofit networks and regional media while increasing community connections; to strengthen existing Volunteer databases; to train potential volunteer or municipal board members to serve their communities.
  - ※ **Age Friendly Berkshires Website** - This grant from AARP, Massachusetts will enable Age Friendly Berkshires to create a dynamic, user-friendly website.
  - ※ **Berkshire County Boards of Health Association (BCBOHA)** - BRPC provides support services to Berkshire County Boards of Health Association (BCBOHA) programs such as Septic Installer Certification Courses, Chokesaver to restaurants courses and other educational programs. BRPC also provides technical support as needed and
  - ※ **Berkshire HIV Engagement Program** - The Berkshire County HIV Engagement Program (B-HIVE) builds upon existing outreach networks, prevention, and harm reduction programs to coordinate and implement prevention messaging, strategic peer/street outreach that promotes HIV prevention, testing, and connections to care.
  - ※ requested.
  - ※ **Berkshire Early Childhood Community Circle (BE3C)** - This BE3C project is basing its collaborative work on the shared belief that when we as a community prioritize the health and wellbeing of Women and Girls of Color, that the wellbeing of all people will improve. With this knowledge, the BE3C partners, aided by BOAPC and WOCHE, will build a new way of doing substance misuse prevention planning: By creating a culturally responsive, safe space where community members can come together to share knowledge, stories, and experiences, build new relationships, and create tools to address the identified needs of Girls of Color ages 5-11 in the community of Pittsfield
  - ※ **Berkshire Public Health Alliance Shared Services** - This grant is designed to encourage municipalities to share public health services and build toward a more comprehensive set of shared public health services. It will allow the Berkshire Public Health Alliance to hire a full-time Public Health Nurse, an Administrative Manager and at least a part-time Inspector.
  - ※ **Berkshire Public Health Alliance** - Conducted the planning process that resulted in the Berkshire Public Health Alliance, a group of 24 municipalities that have agreed to cooperate and work together to improve the delivery of public health services. Serve as the legal entity and fiscal agent for the Berkshire Public Health Alliance.
  - ※ **Berkshire Public Health Inspectional Program** - Serve as the fiscal agent for the Berkshire Public Health Inspectional Program through the Berkshire Public Health Alliance, a program that delivers public health inspectional services to participating municipalities.
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- ※ **Berkshire Public Health Nursing Program** - Serve as the fiscal agent for the Berkshire Public Health Nursing Program through the Berkshire Public Health Alliance, a program that delivers public health and wellness programs to participating municipalities.
  - ※ **Be Well Berkshires** - BRPC is a member of the Be Well Berkshires Leadership team. BRPC also was one of the initial project partners in the effort that eventually led to Be Well Berkshires. Initially, BRPC provided administrative staff support for such items as coordinating meetings of the initial working group, attending statewide meetings of DPH staff and other grant recipients, providing material for administrative reporting on grant progress and spending and preparing grant application and work plan material. In addition, BRPC provided technical planning services, including conducting the CHANGE tool analysis that determined the wellness need areas, conducted walkability analyses for Lee, Stockbridge, Great Barrington (Housatonic), North Adams and Pittsfield (Morningside Neighborhood) and prepared maps showing food establishment locations.
  - ※ **Care Transition Education Training** - Training for community-based care providers will prepare and empower diverse health professionals to lead effective care transitions.
  - ※ **Climate Change Adaptation Planning** - Climate Ready Berkshires will link community stakeholders in a regional, coordinated process to identify likely climate change impacts in Berkshire County and doable, cost-effective solutions and adaptation options that will assist communities in becoming more resilient with an emphasis on vulnerable populations such as older adults and children.
  - ※ **Coalition for Local Public Health** - This funding will allow the Public Health Program Manager to act as the Western Mass Public Health Association (WMPHA) representative to the Coalition for Local Public Health (CLPH). The funding will pay for time and mileage.
  - ※ **Community Health Assessment** - Participated in the preparation of a comprehensive Community Health Assessment for Berkshire County that identified several priority health and wellness needs for the county
  - ※ **Community Health Improvement Plan** - This grant will support the County Health Initiative (CHI) in developing and implementing a Community Health Improvement Plan (CHIP) for Berkshire County.
  - ※ **Comprehensive Opioid Stimulant and Substance Abuse Program** - Berkshire Regional Planning Commission (BRPC) and Partners will participate in technical assistance meetings with Northampton Health Department to engage in capacity building, infrastructure, education co-learning, and program development.
  - ※ **County Health Rankings Event** - This project will allow the County Health Initiative (CHI) to build capacity, and to sponsor an event corresponding with the release of the 2019 County Health Rankings.
  - ※ **COVID After Action Strategic Planning for Western MA** - BRPC Public Health staff, funded by the Western Region Homeland Security Advisory Council (WRHSAC) will conduct a strategic planning process to determine the scope of a COVID After Action Report (AAR) for Western Mass responders. BRPC will work with the WRHSAC Pan Flu/Planning Subcommittee, as well as with targeted respondents in order to develop a plan and scope of services for the AAR consultant.
  - ※ **COVID-19 Emergency Funds for Municipalities** - Emergency funding for COVID-19 public health response. Funding is for the 24 Berkshire Public Health Alliance municipalities and five unaffiliated communities.
  - ※ **COVID-19 Regional Public Health Nursing** - Emergency funding for COVID-19 public health nursing.
  - ※ **FDA Food Safety - National FDA Conference** - The Berkshire Public Health Alliance Senior Inspector to attend a national FDA Conference on Food Safety to be held in Denver, CO.
  - ※ **FDA Food Safety Best Practices for Retail Inspections** - BRPC staff and Berkshire Public Health Alliance inspectors will provide a research report on best practices and strategies for small, rural communities in meeting FDA Standard 3 (utilization of HACCP principles to control risk factors in a retail food inspection program). BRPC staff, inspectors and members will complete a model set of plans, policies and procedures that consider local risk factors for Alliance members to adopt which will meet Standard 3. BRPC will work with one or more communities to modify, adopt, and implement written policies that meet Standard 3 and update their online assessment information.
  - ※ **Food Safety Retail Standards** - These grants will allow the assessment or re-assessments of a Berkshire County municipality in accordance with FDA Food Safety Standards.
  - ※ **Food Safety Retail Standards Re-assessment – Adams** - Berkshire Public Health Alliance staff will assist the Town of Adams in completing a re-assessment of all nine FDA Retail Program Standards and developing a work plan for any missing elements.
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- ※ **Food Safety Retail Standards Re-assessment – Egremont** - Berkshire Public Health Alliance staff will assist the Town of Egremont in completing a re-assessment of all nine FDA Retail Program Standards and developing a work plan for any missing elements.
  - ※ **Food Safety Retail Standards Re-assessment – Sheffield** - Berkshire Public Health Alliance staff will assist the Town of Sheffield in completing a re-assessment of all nine FDA Retail Program Standards and developing a work plan for any missing elements.
  - ※ **FDA Standardization Services** - The Berkshire Public Alliance Heath Senior Inspector to provide oversight and mentorship to the Franklin County Cooperative Services Inspector.
  - ※ **Food Assessment** - The Berkshire Public Health Alliance, as part of its food protection program, will reassess the food protection programs of at least two previously assessed municipalities, and assess at least one new municipality, in conjunction with the FDA's Retail Standards Grant Program.
  - ※ **Food Protection Assessments** - The Berkshire Public Health Alliance, as part of its food protection program, will continue to assist communities in self-assessments of their food protection program and provide technical assistance on meeting Standards 2 & 7 of the FDA Federal Standards.
  - ※ **Food Safety Assessment and Improvement** - BRPC is working to improve food safety in the region by supporting communities in joining the FDA Voluntary Program Standards and completing food safety self-assessments. The Berkshire Public Health Alliance will work to sign additional municipalities.
  - ※ **Food Safety Comprehensive Strategic Plan – Egremont** - The Alliance members and staff will conduct a comprehensive assessment of its current food safety program, including strengths, weaknesses, opportunities, and threats; identify objectives and priorities; develop a list of doable new projects and goals and then outline the needed resources, realistic timelines, reports, milestones, and collaborations.
  - ※ **Food Standards Training** - The Berkshire Public Health Alliance to continue to work both one-on-one with municipalities, as well as offering training, to allow Berkshire County Boards of Health to meet Standards 2 and 7 of the FDA Food Standards.
  - ※ **From Parent to Advocate: Webinar** - A webinar that will be accessible on the Berkshire Overdose Addiction Prevention Collaborative's (BOAPC) website. This webinar will teach parents how to become an advocate for their child with substance use disorder.
  - ※ **Gt. Barrington Enhanced Public Health Nursing Services** - The Town of Great Barrington will pay for enhanced public health nursing services, including additional flu clinics and wellness programs such as Matter of Balance and public education programs.
  - ※ **Health Board Best Practices** - This project will allow the Berkshire Public Health Alliance to create templates and standards for board of health best practices to support uniform, efficient and effective board of health offices. The Alliance will work with several smaller towns to implement practices.
  - ※ **Health Impact Assessment** - BRPC will work with the Town of Egremont to generate a rapid Health Impact Assessment related to the possible implementation of Complete Streets related pedestrian and cycling improvements in the town. The HIA will follow the process outlined in MAPC's HIA Sprint framework and will include a scoping session and workshop with stakeholders, BRPC staff, and representatives from MAPC/MDPH. Following the process outlined in the HIA sprint framework, BRPC staff will document the HIA process and prepare a final report on the HIA.
  - ※ **Local Health Support Covid-19 Contact Tracing** - This grant will allow the Berkshire Public Health Alliance to hire an epidemiologist and 1.7 Community Health Workers (CHW) to assist with COVID-19 contact tracing and other associated tasks.
  - ※ **Prevention and Treatment of Hepatitis C** - This funding is to support public health activities related to the prevention and treatment of hepatitis C. BOAPC will reconvene the county-wide hepatitis C working group, work with clinical partners to engage more physicians/clinical partners in providing treatment for hepatitis c and will take part/help facilitate 2 webinars related to the HCV care continuum and health equity (as it relates to HCV).
  - ※ **HIV Capacity Development & Planning** - The purpose of the Berkshire County Community Engagement & Response Program is to work with the existing emergency preparedness coalition and newly engaged community partners, including people living with HIV (PLWH) and those who are actively working with injection drug users (IDU), to do a series of community workshops, design a blood-borne pathogen (HIV) community response plan, and to test that plan at an exercise. This HIV community response plan will reflect Berkshire County's unique geographical and demographical needs and the specific needs of people living with HIV/AIDS (PLWH) and active drug users; it will also be used in future years as a template upon which to build a more comprehensive blood-borne pathogen outbreak community response plan.
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- ※ **Increase Immunization Rates** - This grant from JSI Research & Training Institute, in collaboration with the Massachusetts Department of Public Health, will provide the Alliance with technical assistance to build capacity and facilitate systems change to address and ensure sustainable immunization equity by increasing immunization rates among under immunized populations. This will include identifying hard to reach populations, developing strategies and activities related to outreach and education related to immunizations, developing community-based partnerships and collection of immunization data using MIIS.
  - ※ **Massachusetts Health Officers Association Technical Assistance** - This grant will allow the Berkshire Public Health Alliance to provide technical assistance to small Boards of Health in areas where they are struggling. Several focus groups will be held with Boards of Health to determine areas that are challenging, materials will be gathered into a guide and in-person field assistance will be provided.
  - ※ **Non-Pharmaceutical Intervention** - The Berkshire Regional Planning Commission will research existing guidance, plans and practices and compile information most relevant to establishing a Non-Pharmaceutical Intervention (NPI) in Western Massachusetts to slow the spread of illness.
  - ※ **North Berkshire County Mass in Motion Project** - Served as technical resource for the North Berkshire County Mass in Motion Project, including the preparation of Walkability Assessments for North Adams and Adams
  - ※ **Opioid Abuse Prevention Collaborative** - The Berkshire Regional Planning Commission, through the Berkshire Public Health Alliance is coordinating the Berkshire Opioid Abuse Prevention Collaborative. The purpose of the Berkshire Opioid Abuse Prevention Collaborative (BOAPC) is to implement local policy, practice, systems, and/or environmental changes to prevent the misuse and abuse of opioids and to prevent and reduce unintentional deaths and non-fatal hospital events associated with opioid poisonings throughout the 32 municipalities in Berkshire County.
  - ※ **Opioid Affected Youth Initiative** - The four-county Western Massachusetts collaboration will transform the systems serving emerging adults to prevent opioid misuse, address the needs of young adults currently addicted to opioids, and increase their health outcomes as they transition into adulthood.
  - ※ **Opioid Death Reduction** - Boston Medical Center (BMC) was awarded \$89 million in funding to lead a research study with the goal of reducing opioid deaths by 40% in some of the most heavily impacted Massachusetts communities. BMC's study is part of a bold, trans-agency effort to speed scientific solutions to stem the national opioid crisis. The approach of BMC's study will be to partner with 16 communities across the state to test the impact of a community-engaged intervention with an integrated set of evidence-based practices delivered across healthcare, behavioral health, justice, and other community-based settings. Berkshire Regional Planning Commission, via the Berkshire Opioid Addiction Prevention Collaborative, is the fiscal agent and the coordinator of the Pittsfield site.
  - ※ **Opioid Prevention Northern Berkshire Region** - This funding will be used to support the Berkshire Opioid Addiction Prevention Collaborative's post-overdose engagement work in the Northern Berkshire region.
  - ※ **Opioid Response in Rural Communities** - The Berkshire Regional Planning Commission, through the Berkshire Public Health Alliance is coordinating the Berkshire Opioid Abuse Prevention Collaborative. The Berkshire Opioid Abuse Prevention Collaborative will develop and implement local policies, practices, systems, and environmental changes to prevent the misuse or abuse of opioids, prevent or reduce unintentional deaths and non-fatal hospital events associated with opioid poisonings and increase the capacity of municipalities to deal with the growing problem.
  - ※ **Outdoor Recreation and Exercise Equipment** - The Berkshire Regional Planning Commission will develop an accessible walking path behind the Dalton Senior Center Council on Aging Building. BRPC will also purchase ADA compliant seating, chess tables and outdoor exercise equipment for adults to use. These amenities are expected to increase use of this park by all ages.
  - ※ **Overdoes Data to Action** - The focus of the Overdose Data to Action grant will be to develop and implement post-overdose engagement strategies for the Northern Berkshire region; these best practices will then be "rolled out" to other regions of Berkshire County.
  - ※ **Overdose Data to Action Pilots** - This grant supports post-overdose engagement pilots in Northern Berkshire and Pittsfield, as well as comprehensive harm reduction policy work county-wide.
  - ※ **Peer Technical Assistance Network Summit** - The Berkshire Regional Planning Commission will participate in the Peer Technical Assistance Network Summit related to aging population.
  - ※ **Pittsfield Grey to Green** - These project funds are provided through the Massachusetts Healthy Community Fund and are committed to removing barriers to health, including structural and institutional racism, poverty, and other power imbalances, through community-centered policies, systems, and environmental changes approaches. The
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- Pittsfield Grey to Green Project will engage the community and prioritize green planning in a social and racial justice context. Partners include Habitat for Humanity and Working Cities, 18 Degrees and the City of Pittsfield.
- ※ **Pittsfield Food Pantry Accessibility** - The Berkshire Regional Planning Commission (BRPC) Age Friendly Berkshires will be working with the City of Pittsfield Disability Commission and AdLib to assess food pantry sites for accessibility by persons with disabilities and review the transportation network in the neighborhoods in which the pantries are located, with an eye toward improving access to pantries for food-insecure residents.
  - ※ **Pittsfield Healthy Housing for Healthy Aging** - BRPC will assist the City of Pittsfield in developing a Residential Aging in Place Workbook and hold an Aging in Place training session to assist older adults in selecting possible home renovation options to allow them to safely age in their own homes. BRPC and the City will partner with the members of Age Friendly Berkshires to complete this effort.
  - ※ **Pittsfield Youth Prevention Connection** - The Pittsfield Youth Prevention Connection (PYPC) planning initiative will build on current regional prevention, community engagement and capacity work to develop such a coalition, to perform assessment activities, identify capacity building or infrastructure development priorities, and planning for future implementation, increasing readiness and capacity to apply all five steps of SAMHSA's Strategic Prevention Framework and put into place a comprehensive set of evidence-based prevention programs and policies.
  - ※ **Post Overdose** - The Berkshire Taconic Community Foundation funds will be used to expand a North Adams pilot program to Adams, Cheshire & Savoy that engages those who have overdosed, their children/families, and bystanders, in care/support and provides linkages to mental health, harm reduction, and treatment services within 24-48 hours of the overdose.
  - ※ **Prevention and Wellness Trust Fund** - The Prevention Wellness Trust Fund (PWTF) has funded a Berkshire County partnership known as the Berkshire Partnership 4 Health (BP4H), to address several health conditions whose prevention may show a return on investment within four years. BP4H is addressing tobacco use, diabetes, hypertension and falls in older adults. The money provided to the Berkshire Public Health Alliance, through Berkshire Regional Planning Commission, will allow the public health nursing program to provide blood pressure cuffs through the Get Cuffed program to combat hypertension and Matter of Balance classes to help prevent falls in older adults. Berkshire Regional Planning Commission is also a member of the BP4H Leadership Team.
  - ※ **Public Health Inspector Food Certificate Training** - BRPC has received funding to offer the Massachusetts Local Public Health Institute's Public Health Inspector Training Food Certificate program in Berkshire County. This is the first time this 4-day training has been offered in Western Massachusetts. Funding will allow staff to plan, attend, and instruct the 4-day class as well as attend field inspections.
  - ※ **Public Health Shared Services** - This grant will allow the Berkshire Public Health Alliance to operate more effectively and efficiently by allowing for the hire of a part-time administrative assistant, as well as scheduling software and the expansion of on-line permitting.
  - ※ **Racial Equity Capacity Building** - This contract from the PHIWM covers limited time spent by BRPC full time staff on the Racial Equity Capacity Building assessment and training program facilitated by the Women of Color Health Equity Collective (WOCHEC).
  - ※ **Regional Food Safety Strategic Plan and Inspections** - The Food and Drug Administration (FDA) is providing funding to the Berkshire Public Health Alliance to develop a five-year strategic plan on improving food safety in Berkshire County, improving the Board of Health Online Permitting program, training on food safety inspectors.
  - ※ **Regional Food Safety and Inspection** - The objective of this program is to create an enhanced regional local regulatory environment for food inspections in nine or more communities through online permitting, standardized forms, policies and procedures, enhanced training of food inspectors and sharing of inspectors.
  - ※ **Regional Shelter Exercise** - The Western Region Homeland Security Advisory Council Training & Exercise Committee has allocated funds to exercise the Regional Shelter Plans adopted last year. There will be exercises coordinated with each of the three Regional Emergency Planning Committees in Berkshire County.
  - ※ **Regional Sheltering Plan Medical Guides** - BRPC created and incorporate into the Regional Shelter Toolkit medical and pharmaceutical planning documents and templates that are consistent and compatible with the Western Regional Shelter Plan, including required updates to the Plan, Job Actions Sheets, Forms and Standard Operating Guide.
  - ※ **Senior Villages** - This project will allow BTI/BRPC to study the feasibility of applying the national Village to Village Network model to a low-income, rural population. The project will focus on the north county municipalities of North Adams, Adams, Clarksburg, Florida, and Savoy.
  - ※ **Spontaneous Unaffiliated Volunteer Training** - This project will transition the already developed Spontaneous Unaffiliated Volunteer (SUV) training developed for the Western Region Homeland Security Advisory Council
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(WRHSAC) and transition it to the more engaging and user-friendly format of Adobe Captivate. The trainings are available on the WRHSAC website.

- ※ **Timed Up and Go (Tug) Assessments and Matter of Balance** - The Berkshire Public Health Alliance Public Health Nursing Program will offer Timed Up and Go (TUG) testing at flu clinics in the fall, and five Matter of Balance (MOB) classes in public health nursing contracted communities in the Spring.
- ※ **Tobacco Intervention** - The Prevention Wellness Trust Fund (PWTF) has funded a Berkshire County partnership known as the Berkshire Partnership 4 Health (BP4H), to address several health conditions whose prevention may show a return on investment within four years. BP4H is addressing tobacco use, diabetes, hypertension and falls in older adults. The money provided to the Berkshire County Boards of Health Association, provides staff time to work with Berkshire County businesses to go smoke-free throughout their premises, inside and out. BRPC is also a member of the BP4H Leadership Team.
- ※ **Toxic Use Reduction Program** - BRPC, in collaboration with the Franklin Council of Regional Governments (FRCOG), Hospitality Green and several health departments of varying sizes in Berkshire, Franklin and Hampshire County conducted an education program to educate food establishments about healthier and environmentally friendly alternatives to more toxic chemicals normally used in cleaning, sanitizing and pesticide use.
- ※ **Vaccination Exercise Series** - The project will conduct an exercise series exploring how to hold public vaccination clinics during a pandemic. This grant will allow the Public Health Program to review existing Emergency Dispensing Site Plans, conduct a Tabletop exercise in the summer and then hold three or more seasonal flu clinic drills in the fall to test the plan.
- ※ **Vaccine Support** - These funds are provided to regional entities and municipalities that received flu vaccine from the state or used Commonwealth Medicine flu billing project. These funds will allow the Berkshire Public Health Alliance to buy supplies necessary for large-scale outdoor flu clinics, purchase advertising about the clinics and to pay both logistical and clinical staff
- ※ **Yoga for Mindfulness and Recovery** - The Berkshire Taconic Community Foundation funds will be used to provide three 6-week sessions of "Yoga for Mindfulness and Recovery," a program for individuals in all stages of recovery from addiction to opioids and other substances.

## Regional Services Related Qualifications

BRPC has extensive experience assisting communities with services. The following is a brief list of some accomplishments:

- ※ **Berkshire Education Resources K-12** - Berkshire Regional Planning Commission and Berkshire Community College are providing support for Berkshire Education Resources K-12.
- ※ **Berkshire County Education Task Force** - BRPC is providing support to the Berkshire County Education Task Force which is working to develop and recommend solutions to the declining enrollments, rising operational costs, declining or flat municipal revenues, and reductions in the diversity and range of educational programs available to students across Berkshire County. The intent of the Task Force is to develop and recommend solutions to improve access, diversity, breadth, and quality of educational programs, create economies of scale through new collaborations, advance new investments in collaborative solutions, maintain and honor the unique identity of each Berkshire community, and reflect age appropriate social and learning practices.
- ※ **Berkshire County Education Task Force Phase II** - MA Department of Elementary and Secondary Education is providing resources for Berkshire Regional Planning Commission to hire a consultant on behalf of the Berkshire County Education Task Force to conduct the Phase II study on improving the educational opportunities of students in Berkshire County public schools.
- ※ **Berkshire County Education Task Force Analysis 2020** - The Berkshire County Education Task Force will do an analysis regarding education quality and equitable access to educational opportunities in Berkshire County public schools.
- ※ **Berkshire County Education Task Force Planning Support 2021** - The BARR Foundation has awarded a grant to BRPC to support the Berkshire County Education Task Force to build capacity, research, and support modeling.
- ※ **Berkshire County Education Task Force Support 2019** - MA Department of Elementary and Secondary Education is providing resources for The Berkshire Regional Planning Commission to support the efforts of the School Districts working together in South County and hire a specialist to do research for the Berkshire County Educational Task Force in 2019.

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- ※ **Berkshire County Education Task Force Support 2020** - MA Department of Elementary and Secondary Education is providing resources for The Berkshire Regional Planning Commission to support the efforts to examine the benefits and obstacles to a single district in the county.
  - ※ **Berkshire County Education Task Force - Portrait of a High School Graduate** - This grant will develop a portrait of a high school graduate for Drury, Berkshire Arts and Technology, Pittsfield, Taconic, and Lee High Schools.
  - ※ **Berkshire County Education Task Force - Portrait of a Graduate Action Plan** - The BARR Foundation has awarded a grant to BRPC to implement the Portrait of a Graduate Action Plan that was previously developed. This grant will work with BART, North Adams, and Pittsfield school districts to align educational outcomes.
  - ※ **Berkshire County Education Task Force - School District Regionalization** - This grant provides support for the Berkshire County Education Task Force's effort to examine the benefits and obstacles to a single district in the county.
  - ※ **Berkshire County Education Task Force - School District Regionalization 21** - The Massachusetts Department of Elementary and Secondary Education has awarded BRPC a grant to explore the best means of providing students in our region with exceptional education through potential regionalization.
  - ※ **Berkshire Remote Learning Initiative** - Berkshire Community Action Council is providing funds to help school districts in Berkshire County procure an online learning platform, provide funds to school districts for learning the system and hire a project coordinator.
  - ※ **Berkshire Remote Learning Initiative Software** - BRPC is receiving money from Berkshire United Way, through Berkshires Tomorrow, for support of the Berkshire Regional Learning Initiative software program.
  - ※ **Berkshire Remote Learning Initiative Charitable Support** - Money raised through Berkshires Tomorrow Inc. is being used to support the Berkshire Remote Learning Initiative (BRLI), which is part of the Berkshire County Education Task Force. This funding supports staff and consultant time in implementing Berkshire Remote Learning.
  - ※ **Berkshire Remote Learning Initiative Support** - The Massachusetts Department of Elementary and Secondary Education is providing money to support the Berkshire Remote Learning Initiative (BRLI), which is part of the Berkshire County Education Task Force. This funding supports staff and consultant time in implementing Berkshire Remote Learning.
  - ※ **Berkshire Regional Group Purchasing Program** - The Berkshire Regional Planning Commission is administering the Berkshire Regional Group Purchasing Program, as it has transitioned from the City of North Adams. This program helps assist in the purchasing of road, energy, and winter needs for the communities of the Berkshire Region. This consists of surveying communities for their needs, preparing bidding documents, advertising and bid solicitation, tabulation of results, issuing of awards and record keeping.
  - ※ **Broadband Last Mile** - FRCOG and the Mass Broadband Institute are providing funding for Berkshire Regional Planning Commission to attend meetings of the MBI within Berkshire County as the last mile buildout is planned and to update maps on unserved communities.
  - ※ **Burn Permits** - BRPC coordinates and administers an on-line burn permitting program. This program, working with area Fire Departments, allows applicants wanting to get a permit for open burning to apply for that permit on-line
  - ※ **Regional Outdoor Plan** - At the request of Mill Town Capital, BRPC will generate an outdoor recreation plan for the benefit of the region and to guide investment in and development of outdoor recreation amenities in the Berkshires.
  - ※ **Regional Outdoor Plan Phase 2** - At the request of Mill Town Capital, BRPC is convening stakeholder meetings related to the Berkshire County Outdoor Recreation Plan. These meetings will aid in increasing the knowledge of outdoor recreation in the region.
  - ※ **Recreational Tourism Inventory and Mapping** - The Berkshire Regional Planning Commission (BRPC) has been hired by FRCOG to assist with a Recreational Tourism Inventory and Mapping project for the Mohawk Trail Woodland Partnership Region. This project will inventory recreational assets in the region, inventory tourism support services and prepare recommendations for facilities and services needed in the region.
  - ※ **Wastewater Enhancement Feasibility Study** - BRPC is providing professional planning assistance and guidance to conduct a regional wastewater enhancement feasibility study for Lenox and Dalton.
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- ※ **Western Mass Mountain Biking** - Berkshire Regional Planning Commission (BRPC) has been awarded a contract from MassTrail, through FRCOG, to plan out the creation and promotion of mountain biking trails in Western Mass.
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### Public Works and Transportation Planning Related Qualifications

BRPC has extensive experience assisting communities and conducting regional transportation and other public works related projects. The following is a brief list of some accomplishments:

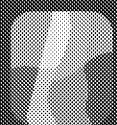
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- ※ **Becket Pavement Management Study** - Berkshire Regional Planning Commission (BRPC) to conduct an assessment of pavement conditions, prepare a condition map and report.
  - ※ **Berkshire Bike Path Council** - The BRPC serves as the fiduciary agent for the Berkshire Bike Path Council (BBPC) and administers BBPC funds in accordance with decisions made by the Council to promote the development of bicycle facilities in Berkshire County.
  - ※ **Berkshire Flyer 2.0** - Continuation of efforts to implement a Pilot for Seasonal Rail Service between New York City and Pittsfield. State Senator Adam Hinds secured \$100,000 in the FY19 state budget to continue moving forward the Berkshire Flyer planning process. The Outside Section authorizes the establishment of a Berkshire Flyer 2.0 Transportation Subcommittee to be co-chaired by the Berkshire Regional Planning Commission and 1Berkshire. The subcommittee will expand the members of the initial Berkshire Flyer working group to include at least 3 designees from the hospitality industry; an elected municipal official from southern and northern Berkshire County; and existing rail service stakeholders, as deemed necessary by the co-chairs.
  - ※ **Berkshire Regional Transit Authority Assistance** - BRPC provides assistance to the region's transit provider, the Berkshire Regional Transit Authority (BRTA). The support activities which are provided to the BRTA include updates to the Coordinated Public Transit-Human Services Transportation Plan, preparing the Transit portion of the Transportation Improvement Program (TIP) and performing other transit related studies as requested. BRPC is an active member of the Berkshire Regional Coordinating Council that strives to promote alternative, cost-effective ridesharing opportunities throughout the county.
  - ※ **Bikeway Studies** - Conducted planning studies to extend the north – south Berkshire Bike Path in the towns of Williamstown, North Adams, Adams, and Lee.
  - ※ **Complete Streets Projects** - RPC has supported the discussion of how Complete Streets might fit into Berkshire communities. As part of this effort, BRPC staff has been assisting communities in the development of Complete Streets Policies, and Project Prioritization Plans. This effort includes working with a core committee to look at the existing conditions, opportunities, and challenges in implementing Complete Streets elements. Each project includes a final report summarizing the Town's existing conditions, needs, objectives, and priorities. Staff is working with Cheshire, Clarksburg, Dalton, Egremont, Gt. Barrington, Hinsdale, Lanesborough, Lenox, North Adams, Sandisfield, Stockbridge and Williamstown.
  - ※ **Coordinated Transportation Planning** - The Berkshire Regional Planning Commission (BRPC) provides staff support to the Berkshire Metropolitan Planning Organization (MPO). Documents developed and endorsed by the MPO include the Transportation Improvement Program (TIP), the Unified Planning Work Program, and the Regional Transportation Plan, as well as various special studies. Transportation Planning staff also actively participate in statewide and regional transportation studies and initiatives.
  - ※ **Corridor Access Management** - Conducted study of Rte. 8 corridor in Cheshire and Lanesborough, determined most useful and feasible access control measures. Worked with property owners and agencies to implement access management measures such as property acquisition and intersection and driveway redesign and relocation.
  - ※ **Corridor Access Management** - Prepared access management ordinance for City of Pittsfield and Lenox.
  - ※ **Corridor Access Management Studies** - Prepared a corridor access management study for Route 20 in Lee, Route 8 between Adams, and North Adams, including intersection analyses and recommendations.
  - ※ **Lanesborough Road Condition Survey** - Berkshire Regional Planning Commission (BRPC) to provide services for a pavement condition Assessment for the town.
  - ※ **Local Pavement Management Systems** - Inventory the pavement condition of all municipal roads, prepare assessment report, and train public works staff on use of Road pavement management system software.
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- ※ **North Adams Downtown Circulation Plan** - The grant will be used to complete a Circulation and Distribution Plan for the North Adams Downtown area. The plan will focus on linking neighborhoods and points of attraction, such as Mass. MoCA and MCLA. Long term transportation needs for the downtown area will also be addressed, including identifying ways to enhance traffic safety and increase facilities for biking and walking. The plan will also examine the future Berkshire Bike Path, which is expected to someday pass through the North Adams downtown. Project work will include significant outreach to downtown businesses and the public to help guide plan development.
  - ※ **North Adams Eagle Street Pedestrian Feasibility Study** - The Berkshire Regional Planning Commission to provide services for the Eagle Street Pedestrian Mall Woonerf Feasibility Study will engage business owners and other interested persons about limiting vehicular traffic on Eagle Street to allow for greater pedestrian use. Conceptual designs will be prepared and presented to business and property owners along this section of Eagle Street. At the end of this study effort, the City will be able to determine whether to proceed with engineering design for the concepts developed during the feasibility study.
  - ※ **Otis Complete Street** - Berkshire Regional Planning Commission (BRPC) project is the preparation of a Complete Streets Prioritization Plan for Otis, MA
  - ※ **Passenger Rail Station Location and Design** - The Housatonic Railroad Company is working to re-introduce passenger rail service between the Berkshires and New York City. Stops are planned for the Berkshire County communities of Sheffield, Great Barrington, Stockbridge, Lee, Lenox, and Pittsfield. The Berkshire Regional Planning Commission is conducting a comprehensive planning study to evaluate the most feasible locations for up to six passenger rail facilities, prepare recommendations for facility upgrades at downtown Pittsfield's intermodal facility and to maximize opportunities for the directly affected communities and the entire Berkshires to benefit from station locations through increased economic, job and housing opportunities, as well as tax revenues.
  - ※ **Regional Transportation Planning** - Prepare the long-range Regional Transportation Plan and various specific studies for corridors or smaller areas.
  - ※ **Road Management Planning** - BRPC has developed a program for pavement management. Staff is working with officials from Adams, Cheshire, Clarksburg, Egremont, Great Barrington, Hinsdale, Lanesborough, Lee, New Marlborough, Otis, Richmond, Sandisfield, Tyringham and Washington. In these towns, staff interviewed Town officials about past problems and future goals, along with the current issues affecting Town roads. Staff prepared a report summarizing the Town's needs and objectives, budget for road repairs, preferred road treatments and a five-year outline for road improvements.
  - ※ **Sandisfield Procurement Assistance** - BRPC is assisting the Town of Sandisfield develop the bid package and conduct the bidding process to contract public works construction services for various parts of the approximately 5 miles of New Hartford Road from Sandisfield Road south to the State Line. This project, estimated at over \$500,000, will provide a rehabilitated road surface and drainage improvements that should last the community over a decade. The funding for the project is a combination of Chapter 90 state funding and Town funding.
  - ※ **Traffic Impact Analysis** - Conducted study of traffic impact in West Stockbridge and adjoining towns if Exit 1 on the MassPike is made a full interchange.
  - ※ **Traffic Safety Studies** - Conducted safety studies for intersections on Fenn Street and West Housatonic Street in Pittsfield, analyzing accident data and reports and making recommendations.
  - ※ **Transportation for Massachusetts** - The Berkshire Regional Planning Commission will provide support to Transportation for Massachusetts regional transportation concerns and regional stakeholders council.
  - ※ **Transportation Improvement Program** - BRPC provides staff support to the Berkshire Metropolitan Planning Organization (MPO). Documents developed and endorsed by the MPO include the Transportation Improvement Program, the Unified Planning Work Program, and the Regional Transportation Plan, as well as various special studies.
  - ※ **Transportation Safety** - BRPC Transportation Planning staff actively monitor the safety of our Region's roads. We work with our local, state, and Federal partners to make Berkshire roads safer for motorists, trucks, pedestrians, and bicyclists. Each year, BRPC in partnership with MassDOT, conducts at least one road safety audit and perform updated analyses as part of the Highway Safety Improvement Program initiative.
  - ※ **Washington Pavement Management Study** - Berkshire Regional Planning Commission (BRPC) to conduct pavement assessment for the Town of Washington.
  - ※ **West Stockbridge Complete Streets Plan** - BRPC is providing professional services to develop a town wide complete streets plan which will set the direction of implementing complete streets concepts to the town's transportation network.
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## Allison Egan

*Senior Planner, 2015-Present*

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### QUALIFICATIONS SUMMARY

- \* Allison's focus is on public health and emergency preparedness. Allison serves as the Berkshire County representative on the Western Advisory Group (WAG), as the Berkshire representative for the Local State Advisory Committee (L/SAC), and as the Western Massachusetts representative for the Health and Medical Coordinating Coalition (HMCC).
- \* One of Allison's primary responsibilities includes working with the Northern, Southern, and Central Regional Emergency Planning Committees (REPCs) to conduct planning activities and facilitate emergency preparedness and response exercises using the Homeland Security Exercise and Evaluation standards. Allison also develops in person and online trainings on topics such as family reunification and regional sheltering.
- \* Allison acts as the liaison to Berkshire County Municipalities to plan for Emergency Dispensing Sites (EDS), and assists municipalities in conducting yearly drills to test plans.
- \* In addition, Allison works on Hazard Mitigation Planning and Municipal Vulnerability Planning with various towns in Berkshire County.
- \* Allison's skills include research methodology, with a specialty in epidemiological research, public health program planning, and statistical analysis. Allison has helped develop several trainings for volunteer groups, emergency responders, and for many audiences across the state. Additional skills include program, course, exercise, and training evaluation, and quality improvement of evaluation processes. Adobe Creative Suite.

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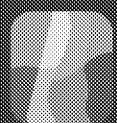
### SELECTED PROFESSIONAL EXPERIENCE

- \* Planned and facilitated 3 regional shelter exercises across Berkshire County in 2018 using HSEEP.
- \* Developed family reunification training for schools and other organizations that deal with children. In process of developing online training using Adobe Captivate.
- \* Provide trainings on sheltering, spontaneous and unaffiliated volunteers, debris management, business resilience, and family reunification across Massachusetts.
- \* Invited to present at the 2017 and 2018 National Association of County and City Health Officials Preparedness Summits, presented at the 2017 Massachusetts Health Officer's Association Annual Conference.
- \* Assists in writing Hazard Mitigation Plans and Municipal Vulnerability Plans.

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### EDUCATION

- \* University of Massachusetts Amherst, Amherst, MA: Master of Science in Public Health and Epidemiology
- \* University of Massachusetts Amherst, Amherst, MA: Bachelor of Science in Public Health, Concentration in Community Health



## Emily Lange, M.R.P.

*Planner, 2020-Present*

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### QUALIFICATIONS SUMMARY

**Main staff contact for the Energy Planning program. Conducts research analysis, report writing, public education, and public outreach.**

- \* Assists communities and conservation organizations to create a more sustainable and resilient Berkshire region. Focuses on clean energy planning, including reducing energy use and identifying renewable energy opportunities, addressing natural hazards and climate change impacts, and protecting the natural environment.
- \* Assists Berkshire communities to implement clean energy projects. Aids municipalities to plan for and implement energy reduction or renewable energy projects and supports communities seeking Green Community designation.
- \* Experienced working with local officials, emergency managers, and the public.
- \* ArcMap (GIS), AutoCAD, Adobe Creative Suite, Microsoft Office, Qualtrics, Mass Energy Insight, various project management software, Tableau, R Studio, 3ds Max, Rhino, V-Ray, Sketchup

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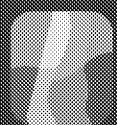
### SELECTED PROFESSIONAL EXPERIENCE

- \* Identifying and coordinating environmental and sustainability grants and applications and developing communication strategies
- \* Providing technical assistance in clean energy and energy efficiency, planning and Green Community designation through the Commonwealth program
- \* Helped the Town of West Stockbridge achieve Green Communities designation
- \* Assisting in the Hazard Mitigation Process for Peru, MA
- \* Building relationships with state agencies, town or city representatives, and stakeholders
- \* Drafting Municipal Vulnerability Preparedness action grants and Complete Streets Prioritization Plans
- \* Identifying best practices for bylaws, planning, zoning, and land use regulations
- \* Designing and executing community engagement strategies and outreach materials
- \* Developing complex events and projects collaborating with all participants
- \* Bike and Pedestrian Plan Updates for the City of Springfield, MA
- \* Assisted in drafting MVP Action Grant applications for several communities in Hampden and Hampshire counties
- \* Completed Phase I of an Economic Development Plan for the Town of Boxborough, MA with a team of peers

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### EDUCATION

- \* **University of Massachusetts Amherst, MA:** Master of Regional Planning
- \* **Pratt Institute, Brooklyn, NY:** Bachelor of Fine Arts, Interior Design



## Justin A. Gilmore

*Transportation Planner, 2017-Present*

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### QUALIFICATIONS SUMMARY

- \* Justin's area of focus is transportation, community, and regional planning. Justin conducts research analysis, report writing, public education, and public outreach.
- \* Justin serves as a support staff person for transportation and environmental planning projects. He provides staff support to the TAC and MPO to facilitate regional transportation planning and the "3C" process.
- \* Certified 'Lead Observer' by Division of Ecological Restoration (DER) to perform non-tidal stream-crossing assessments pursuant to the North Atlantic Aquatic Connectivity Collaborative (NAACC) protocol.
- \* Certified 'MVP Vendor' through Executive Office of Energy and Environmental Affairs (EOEEA).

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### SELECTED PROFESSIONAL EXPERIENCE

- \* Complete Streets Prioritization Plans – Towns of Cheshire, Stockbridge, and Cheshire. Assisted communities in planning and prioritizing complete streets projects. Performed field work and analysis and facilitated community meetings.
- \* 2020 Regional Transportation Plan – Berkshire County. Facilitated all public engagement opportunities for RTP development. Assisted with research, analysis, writing, and meeting reporting requirements.
- \* BRPC Title VI Plans. Develop BRPC's yearly Title VI report to ensure non-discriminatory practices are upheld in transportation program activities.
- \* Travel and Tourism Study – Berkshire County. Conducted stakeholder engagement, data gathering, and analysis to document impact of travel and tourism, assess its implications on the region's transportation network, and recommended transportation improvements for enhancing travel and tourism.
- \* Electric Vehicle Charging Station Plan – Berkshire County. Conducted research, analysis, and stakeholder outreach to develop countywide electric vehicle charging station plan.
- \* Small-Scale Road-Stream Crossing Data Collection Report – Cheshire, MA. Performed field work and analysis of road-stream crossings (culverts and bridges) to identify location, condition, and climate resilience.
- \* Other key experience includes assisting with MVP workshops in Lenox, Great Barrington, and Windsor; assisting the Towns of Cheshire, Great Barrington, Peru, and West Stockbridge in meeting program requirements for the Green Communities program; and assisting in the development of hazard mitigation plans for Great Barrington, Lenox, and North Adams.

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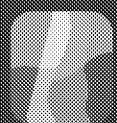
### PRIOR EXPERIENCE

- \* As a graduate student, Justin was responsible for conducting independent and collaborative research centered on regional and environmental planning efforts. These projects drew heavily on data analysis and effective stakeholder participation.

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### EDUCATION

- \* University of Massachusetts, Amherst, MA, 2014-2017: Master of Regional Planning (M.R.P); Master of Sustainability Science (M.S.)
- \* Roger Williams University, Bristol, RI, 2009-2013: Bachelor of Arts in Cultural Anthropology & Sociology (B.A.) – minors in Sustainability & American History.



## Laura Kittross

*Public Health Program Manager, 2013-Present; 2008-2013 (Contractor)*

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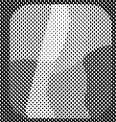
### QUALIFICATIONS SUMMARY

- \* Area of focus is public health, including wellness and the social determinants of health, public health planning, inspectional and environmental services, infectious disease surveillance, emergency preparedness, project management and leadership, budgeting and financial analysis, grant administration and budgeting, grant writing, coalition building, event planning, public health educational program design, teaching and outreach to municipal officials and other stakeholders. Specific knowledge includes expertise in public and population health, health statistics, local health regulations, state regulations, board of health responsibilities, evidence-based wellness programs, public health planning and research.
- \* Experienced in working with federal, state and local officials as well as community-based organizations, hospitals and other local, state and regional partners.
- \* Supervises both employees and contractors; experience reporting to boards of directors.
- \* Experience leading and providing leadership to large coalitions/partnerships.
- \* Designed and taught several training programs for boards of health, including Board of Health Orientation and Temporary Food Events.

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### SELECTED PROFESSIONAL EXPERIENCE

- \* Manager, Public Health Program, BRPC. Created Public Health Program at BRPC in 2013, after working as contractor since 2008. Oversee multiple diverse projects with a total budget of close to \$750,000 in FY 18. Supervise five full-time employees and multiple offsite and part-time employees, including health inspectors and public health nurses.
- \* Director, Berkshire Public Health Alliance (2013-present). Helped lead planning and outreach efforts leading to formation of the Alliance. Supervise inspectional services and public health nursing programs. Grant writing, grant administration, project management, budgeting, financial analysis, sustainability planning. Report to Governing Board.
- \* Director, Berkshire County Boards of Health Association (BCBOHA) (2008- present). Oversight of multiple emergency preparedness projects, including Public Health Emergency Preparedness (PHEP) funding, Western Region Homeland Security Advisory Council grants and the Medical Reserve Corps. Education and training including Board of Health Orientation, Temporary Food Events, Septic Installer Certification Program and Anti-Choking. Report to Executive Committee.
- \* Age Friendly Berkshires. Program Manager for initiative at BRPC, backbone organization. Presentations, grant writing, grant management, program management, report writing, research, sustainability. Supervise Coordinator.
- \* Berkshire Opioid Abuse Prevention Collaborative (BOAPC). Helped build coalition, led original assessment process and wrote original Strategic Plan. Continued supervision of BOAPC County Coordinator. Member South County Substance Abuse Coalition.
- \* Co-Chair, Massachusetts Healthy Aging Advisory Committee.
- \* Commissioner, Governor's Special Commission on Local and Regional Public Health. Member, Special Commission Coordinating Committee; Chair, Workforce Credentials Subcommittee; Member Standards Subcommittee.
- \* Member of Western Mass Health Equity Network (WMHEN) Steering Committee.
- \* Member, Western Mass Public Health Association (WMPHA) Executive Committee.
- \* Subject Matter Expert, review of revised Certified Health Officers (CHO) Exam.
- \* Facilitator/Backbone Agency Support, County Health Initiative (CHI) – coalition of hospital/medical representatives and community and government organizations planning for



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a healthier Berkshire County. Leading effort to develop County Health Improvement Plan (CHIP) for Berkshire County.

- \* Member, Coalition of Local Public Health (CLPH), representing WMPHA.
- \* Board Member, Center for Community Health Equity Research, UMASS Amherst

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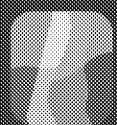
EDUCATION

- \* Bard College, Annandale-on Hudson, New York. B.A. in Biology.
- \* Columbia University School of Public Health, New York, New York. Master's in Public Health (MPH), with a concentration in Sociomedical Sciences.
- \* Columbia Law School, New York, New York. JD.

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RECENT HONORS  
AND  
PRESENTATIONS

- \* Panelist, Current Opportunities to Address the Challenges Faced by the Local Public Health System in MA; MA Ounce of Prevention Conference, April 2, 2019.
- \* Berkshire County County Health Rankings Release Event, March 28, 2019.
- \* Presenter, Mass Association of Health Boards (MAHB) Board of Health Orientation, November 3 (Taunton, MA) & November 10 (Marlborough, MA), 2018. Also presented twice in 2017.
- \* Presenter, National Webinar, Center for Sharing Public Health Services (CHPHS), Kansas Health Institute, December 7, 2018.
- \* Presenter, Massachusetts Rural Council on Health, MA Dept of Health community conversation in Eastham, MA, November, 27, 2018.
- \* Presenter, New England Roundtable Rural Health Conference, Newry, ME, November 3, 2018.
- \* Presenter, National Webinar, National Aging and Disability Transportation Center (NADTC), August 23, 2018.
- \* Guest, Connecting Point, WGBY TV Springfield, 2018.
- \* Invited to give testimony to the Governor's Special Commission on Aging, 2018.
- \* Presenter, Aging in America Conference, San Francisco, CA (invited by NADTC), March 2018.
- \* Presenter, Ounce of Prevention Conference, April 2017.
- \* Invited Presenter, Western Mass Health Equity Summit, UMASS Amherst, Nov. 2017.



## Mark Maloy

*GIS, Data & IT Manager, 2001-Present*

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### QUALIFICATIONS SUMMARY

**Manages and coordinates GIS and Information Technology activities for the Commission.**

- \* Responsible for cartography, spatial analysis, and spatial data development, covering environmental, transportation, economic development, and land use planning.
- \* Manages the BRPC Information Services programs, including Berkshire Benchmarks' data and analysis on the region and Census data.
- \* Manages the computer and network environment at the BRPC.
- \* Specific knowledge includes spatial database design, spatial analysis, viewshed analysis, buildout analysis, and database management.

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### SELECTED PROFESSIONAL EXPERIENCE

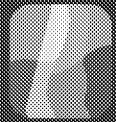
- \* Manages the Online Permitting programs for Building Inspections, Board of Health Permitting and Burn Permits
- \* Preparation of maps for Complete Streets for multiple communities within the region.
- \* Development of numerous regional surveys, including young adults, older residents, and the overall population.
- \* Extensive mapping, modeling, and data support for Sustainable Berkshires, Berkshire County's regional plan, including developing a future growth model to determine the most suitable locations for expansion, a model showing neighborhood sustainability, including factors such as health, economics, education, and infrastructure.
- \* Preparation of maps and analysis of natural hazards occurring within the region for the community based Natural Hazard Mitigation Plans and Municipal Vulnerability Plans.
- \* Work with the Town of Adams Department of Community Development to implement GIS in daily activities and produce maps for grants such as CDBG.
- \* Mapping support for Comprehensive Plans and Open Space and Recreation Plans for numerous communities and the Berkshire region.

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### EDUCATION

- \* **Colorado State University, Fort Collins, CO**, 1997-1999: Earned M.S. in Forestry – Concentration in Geomatics
  - \* **State Univ. of New York, College of Environmental Science and Forestry, Syracuse, NY**, 1995-1997: Earned B.S. in Natural Resource Management, Magna Cum Laude.
  - \* **State University of New York, College of Environmental Science and Forestry, Ranger School, Wanakena, NY**, 1994-1995: Earned A.A.S. in Forest Technology
-





## Melissa J. Provencher

*Environmental & Energy Program Manager, 1999-Present*

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### QUALIFICATIONS SUMMARY

- \* Manages the Environmental and Energy program including the Berkshire Brownfields Program. Supervises the Environmental and Energy staff. Provides leadership and guidance on technical aspects of Environmental and Energy programs. Develops and administers the Environmental and Energy Program budget.
- \* Specific knowledge includes NPS mitigation techniques, NPDES stormwater compliance, invasive plant issues and native landscaping solutions, lake management planning and implementation, QAPP development/oversight.
- \* Melissa is experienced in working with local non-profits such as lake and watershed associations, the public and local officials.
- \* Melissa is the main contact person in BRPC for lake management planning and implementation, source water protection, and watershed-based planning.

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### SELECTED PROFESSIONAL EXPERIENCE

- \* Berkshire Regional NPDES Phase II (DEP#2015-01/604): Project Manager, partnered with Comprehensive Environmental Inc. (CEI) to work with the Towns of Adams, Cheshire, Dalton and Lanesborough and the City of Pittsfield to develop a plan to address the cost of stormwater management and compliance with federal regulations.
- \* Windsor & Cady Brook Sediment & Turbidity Management for Cleveland Reservoir Project (DEP#2009-10/ARRA 604): Project Manager, administering assessment project assessing sources of sediment to Windsor and Cady Brooks to prevent sediment from entering Cleveland Reservoir.
- \* Oak Hill Tributary Improvement Project (DEP#06-04/319): Project Manager, facilitating education/outreach program and oversight of best management implementation projects.
- \* Pontoosuc Lake Watershed Planning Program (DEP #04-10/319): Project Manager, facilitated the lake watershed survey and developed a watershed-based plan.
- \* Onota Lake Preservation Project (DEP#07-08/319): Project Manager, facilitating education/outreach program and oversight of best management implementation projects.
- \* Windsor Reservoir Restoration Project (DEP #05-03/319): Project Manager, facilitated education/outreach program, and oversight of best management implementation projects.
- \* Lake Buel Implementation and Demonstration Project (DEP #01-13/319): Project Manager, developed QAPP, septic system maintenance and education program, oversight for plant replacement project and nonpoint source and nutrient control implementation projects.

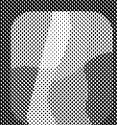
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### EDUCATION

University of Massachusetts, Amherst, MA, 1997-1999: Earned Bachelor of Science Degree in Environmental Science with a minor in Wildlife and Fisheries Conservation.

Berkshire Community College, Pittsfield, MA, 1992-1995: Earned Associate of Science Degree in Environmental Science, graduated with honors.

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## Sandra Martin

*Senior Planner, Public Health Program, 2013-Present*

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### QUALIFICATIONS SUMMARY

**Expertise in public health emergency planning and response with multiple advanced certifications and training. Knowledgeable public health officer with extensive training.**

- \* Specializes in strategic planning; identifying gaps and solutions resulting in regional collaborations, including the Berkshire Public Health Alliance, the Southern Berkshire Regional Emergency Planning Committee, the Western Mass Medical Reserve Corps Advisory Group, the Western Public Health Preparedness Advisory Group, the Public Health Local/State Advisory Council and the Western Region Homeland Security Advisory Council Pandemic/Planning Subcommittee.
- \* An engaging and knowledgeable speaker on emergency preparedness and public health practices. Skillful in creating and delivering training, outreach, and education presentations. Certifications include ICS 400, FEMA Master Exercise Practitioner, FEMA Training Instructor, Public Information Officer, HSEEP, EOC, and others.
- \* A capable and successful grant writer who has managed millions of dollars in public health grants from the Western Region Homeland Security Advisory Council, FDA, NACCHO, MDPH, and others.
- \* Certifications, training, and experience in inspectional, environmental, and public health practices, including Housing Specialist, Septic System Installer, Soil Evaluator, Title 5 Inspector, Certified Pool Operator, and ServSafe.

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### SELECTED PROFESSIONAL EXPERIENCE

- \* More than fifteen years as a Health Director/Agent, organizing and leading two health departments and establishing the Berkshire Public Health Alliance, including 25 Berkshire communities.
- \* Extensive work in Western Massachusetts, collaborating with partners to create regional plans, templates, and partnerships; including pioneer work in planning regionally for Individuals Requiring Additional Assistance in emergencies, Regional Sheltering, regional Volunteer Management, Continuity of Operations Plans, Emergency Rest Centers, Pandemic Planning, HIV Outbreak Plan, and many others.
- \* In partnership with Fairview Hospital, applied for and received one of the first 42 Medical Reserve Corps planning grants and served as the Berkshire MRC Director for eight years.
- \* With BRPC staff, created and delivered multiple public health and emergency training modules, including Board of Health 101, Spontaneous Unaffiliated Volunteers, Debris Management, Emergency Sheltering, Personal Emergency Preparedness, non-pharmaceutical Interventions, and an advanced MA PHIT Food Training Series that meets FDA Program Standard 2.

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### EDUCATION AND HONORS

- \* **State University of New York at Albany**, New York. Master's in Public Health
  - \* Local Public Health Institute Fellow
  - \* **New York State** Graduate Master of Public Health Certification
  - \* Massachusetts Unsung Heroine
  - \* **University of Massachusetts at Amherst**, Graduate School courses
  - \* **Antioch University**, Yellow Springs, Ohio, B.A. in Economics and Languages
-

## Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

### I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name: Berkshire Regional Planning Commission

Address: 1 Fenn Street

City: Pittsfield

State: MA: Massachusetts

Zip Code: 01201

B. DUNS No. 123924367

II. Is the applicant currently receiving EPA Assistance? ☒ Yes ☐ No

III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

n/a

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

n/a

V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

n/a

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

☐ Yes

☒ No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

☐ Yes

☐ No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95)

☒ Yes

☐ No

a. Do the methods of notice accommodate those with impaired vision or hearing?

☒ Yes

☐ No

b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?

☒ Yes

☐ No

c. Does the notice identify a designated civil rights coordinator?

☒ Yes

☐ No

VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. 7.85(a))

☒ Yes

☐ No

IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166)

☒ Yes

☐ No

- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.**

n/a

- XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet Address for, or a copy of, the procedures.**

n/a

**For the Applicant/Recipient**

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Melissa J Provencher

B. Title of Authorized Official

Executive Director

C. Date

03/25/2022

**For the U.S. Environmental Protection Agency**

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. \*Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

**\* See Instructions**

Instructions for EPA FORM 4700-4 (Rev. 06/2014)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973. The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification. \* Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.



# EPA KEY CONTACTS FORM

OMB Number: 2030-0020  
Expiration Date: 06/30/2024

**Authorized Representative:** *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

|                          |  |  |                    |   |                     |                      |
|--------------------------|--|--|--------------------|---|---------------------|----------------------|
| <b>Name:</b>             | <b>Prefix:</b>   | <input type="text"/>                       | <b>First Name:</b> | <input type="text" value="Thomas"/>             | <b>Middle Name:</b> | <input type="text"/> |
|                          | <b>Last Name:</b>  | <input type="text" value="Matuszko"/>      |                    |   | <b>Suffix:</b>      | <input type="text"/> |
| <b>Title:</b>            | <input type="text" value="Executive Director"/>              |  |                    |   |                     |                      |
| <b>Complete Address:</b> |  |  |                    |   |                     |                      |
|                          | <b>Street1:</b>  | <input type="text" value="1 Fenn Street"/> |                    |   |                     |                      |
|                          | <b>Street2:</b>  | <input type="text"/>                       |                    |   |                     |                      |
|                          | <b>City:</b>   | <input type="text" value="Pittsfield"/>    | <b>State:</b>      | <input type="text" value="MA: Massachusetts"/>  |                     |                      |
|                          | <b>Zip / Postal Code:</b>                                    | <input type="text" value="01201"/>         | <b>Country:</b>    | <input type="text" value="USA: UNITED STATES"/> |                     |                      |
| <b>Phone Number:</b>     | <input type="text" value="413-442-1521"/>                    |  | <b>Fax Number:</b> | <input type="text"/>                            |                     |                      |
| <b>E-mail Address:</b>   | <input type="text" value="tmatuszko@berkshireplanning.org"/> |  |                    |   |                     |                      |

**Payee:** *Individual authorized to accept payments.*

|                          |  |  |                    |   |                     |                      |
|--------------------------|--|--|--------------------|---|---------------------|----------------------|
| <b>Name:</b>             | <b>Prefix:</b>   | <input type="text"/>                       | <b>First Name:</b> | <input type="text" value="Linda"/>              | <b>Middle Name:</b> | <input type="text"/> |
|                          | <b>Last Name:</b>  | <input type="text" value="Ludwig"/>        |                    |   | <b>Suffix:</b>      | <input type="text"/> |
| <b>Title:</b>            | <input type="text" value="Finance Administrator"/>         |  |                    |   |                     |                      |
| <b>Complete Address:</b> |  |  |                    |   |                     |                      |
|                          | <b>Street1:</b>  | <input type="text" value="1 Fenn Street"/> |                    |   |                     |                      |
|                          | <b>Street2:</b>  | <input type="text"/>                       |                    |   |                     |                      |
|                          | <b>City:</b>   | <input type="text" value="Pittsfield"/>    | <b>State:</b>      | <input type="text" value="MA: Massachusetts"/>  |                     |                      |
|                          | <b>Zip / Postal Code:</b>                                  | <input type="text" value="01201"/>         | <b>Country:</b>    | <input type="text" value="USA: UNITED STATES"/> |                     |                      |
| <b>Phone Number:</b>     | <input type="text" value="413-442-1521"/>                  |  | <b>Fax Number:</b> | <input type="text"/>                            |                     |                      |
| <b>E-mail Address:</b>   | <input type="text" value="lludwig@berkshireplanning.org"/> |  |                    |   |                     |                      |

**Administrative Contact:** *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

|                          |  |  |                    |   |                     |                      |
|--------------------------|--|--|--------------------|---|---------------------|----------------------|
| <b>Name:</b>             | <b>Prefix:</b>   | <input type="text"/>                       | <b>First Name:</b> | <input type="text" value="Marianne"/>           | <b>Middle Name:</b> | <input type="text"/> |
|                          | <b>Last Name:</b>  | <input type="text" value="Snizek"/>        |                    |   | <b>Suffix:</b>      | <input type="text"/> |
| <b>Title:</b>            | <input type="text" value="Office Manager"/>                |  |                    |   |                     |                      |
| <b>Complete Address:</b> |  |  |                    |   |                     |                      |
|                          | <b>Street1:</b>  | <input type="text" value="1 Fenn Street"/> |                    |   |                     |                      |
|                          | <b>Street2:</b>  | <input type="text"/>                       |                    |   |                     |                      |
|                          | <b>City:</b>   | <input type="text" value="Pittsfield"/>    | <b>State:</b>      | <input type="text" value="MA: Massachusetts"/>  |                     |                      |
|                          | <b>Zip / Postal Code:</b>                                  | <input type="text" value="01201"/>         | <b>Country:</b>    | <input type="text" value="USA: UNITED STATES"/> |                     |                      |
| <b>Phone Number:</b>     | <input type="text" value="413-442-1521"/>                  |  | <b>Fax Number:</b> | <input type="text"/>                            |                     |                      |
| <b>E-mail Address:</b>   | <input type="text" value="msnizek@berkshireplanning.org"/> |  |                    |   |                     |                      |

# EPA KEY CONTACTS FORM

**Project Manager:** *Individual responsible for the technical completion of the proposed work.*

**Name:** **Prefix:**  **First Name:**  **Middle Name:**

**Last Name:**  **Suffix:**

**Title:**

**Complete Address:**

**Street1:**

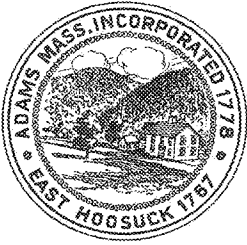
**Street2:**

**City:**  **State:**

**Zip / Postal Code:**  **Country:**

**Phone Number:**  **Fax Number:**

**E-mail Address:**



# *Town of Adams* • Massachusetts 01220

Board of Health Department

TOWN HALL  
8 Park Street, Suite 203  
Tel (413) 743-8300 EXT. 179  
FAX (413) 743-8316

March 21, 2022

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

As Chair of the Adams Board of Health and its Code Enforcement, we are pleased to submit this letter of support for Berkshire Regional Planning Commission's application to the EPA Enhanced Air Quality Monitoring. The Berkshire County Clean Air Project will vastly expand Berkshire County's existing air monitoring network which is currently limited to two EPA sensors concentrated in North County, making important hyper-local data accessible to residents throughout the county.

In 2020, the Robert Wood Johnson County Health Rankings and Roadmaps ranked Berkshire County 12<sup>th</sup> out of the 14 counties in Massachusetts for health outcomes. According to the Massachusetts Department of Public Health data, asthma-related emergency room visits and asthma-related hospital stays for children ages 0-4 are both higher in Berkshire County compared to the rest of the state. In addition, the Pittsfield Metropolitan Area ranks 3<sup>rd</sup> nationwide for oldest housing stock, which has negative implications for indoor air quality and a home's ability to prevent the infiltration of outdoor air pollution. Health outcomes and housing quality are both estimated to be disproportionately worse among Environmental Justice (EJ) communities. Prioritizing air sensor locations in EJ block groups within each community will provide critical data for addressing root causes of disparities and arm residents with the information needed to make their families less susceptible to the effects of poor air quality.

We, of the Adams Health Department, will assist BRPC in assembling an advisory group comprised of residents, municipal departments, and other relevant environmental and poverty alleviation organizations to locate the sensors, provide ongoing monitoring of sensor performance and data collection, and help to disseminate information to residents on how to access real-time sensor data and understand what it means, how they can improve their indoor air quality, and how to sign up for AirNow air quality alerts. BRPC has our full support for this program.

Sincerely,

David B. Rhoads, PhD  
Chair, Adams Board of Health

3/21/22

Date

Mark D. Blaisdell  
Code Enforcement Officer

3/22/22

Date





Community Driven... Community Strong

[www.bcacinc.org](http://www.bcacinc.org)

EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

The Berkshire Community Action Council (BCAC), the designated anti-poverty Community Action Agency for Berkshire County, Massachusetts, is pleased to submit this letter of support for the Berkshire Regional Planning Commission's EPA Enhanced Air Quality Monitoring for Communities grant application, the Berkshire County Clean Air Project. Since the instatement of our weatherization program in 1979, BCAC has weatherized the homes of over 7,000 low-income Berkshire County residents and repaired or replaced heating systems and other household appliances with energy efficient ones.

Berkshire County has the 3<sup>rd</sup> oldest housing stock of any region in the country. Some of our clients do not have the resources to regularly maintain old homes that require a great deal of work which can cause indoor air quality issues. In addition, low-income households in Berkshire County are spending 16% of their annual income on energy bills on average. The link between a tighter, well-insulated building envelope, fuel-burning appliances, and indoor air quality is complex. We support educating our clients on these issues, supplying them with the tools to monitor their indoor air quality, and incentivizing them to pursue weatherization upgrades through the offer of free indoor air quality sensors. This will help our clients save money on energy bills and make their indoor environments safer and healthier.

BCAC will partner with BRPC to supply our clients that pursue weatherization and HVAC electrification throughout the project period with air sensors and related educational materials. We will leverage our communication network of residents, contractors, and organizations throughout Berkshire County to promote the availability of these sensors and information related to improving indoor air quality. BRPC has our full support and partnership in this program.

Sincerely,

Renee Schmidt

BCAC Weatherization Director



20 Chapel St., Pittsfield, MA 01201  
413-464-9402 • [www.thebeatnews.org](http://www.thebeatnews.org)



A Program of  
Berkshire Environmental Action Team

March 22, 2022

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

**RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01**

Dear Mr. Matuszko,

Berkshire Environmental Action Team (BEAT) is pleased to partner with the Berkshire Regional Planning Commission (BRPC) on their Enhanced Air Quality Monitoring for Communities application, the Berkshire County Clean Air Project. This project will expand the capacity of all environmental justice communities throughout Berkshire County to monitor and address both indoor and outdoor air quality. BEAT has submitted a complimentary application under this grant opportunity to monitor outdoor air quality in Pittsfield, the largest of Berkshire County's environmental justice communities.

BEAT has strong, on-the-ground ties to Pittsfield's environmental justice neighborhoods, having fought for PCB remediation for years. More recently we've negotiated for transition of one 50 year old kerosene-fired power generation plant to renewables and storage. We're also in talks with the City about transition or closure of a gas/oil fired plant and a trash-burning generation plant, all of which are contributing to shorter life expectancy in Pittsfield's city-center neighborhoods. It is our expectation that collaboration between our projects will help deepen and broaden the ties of all of our local and county organizations and strengthen our work in building stronger, more resilient and more equitable communities..

We intend to coordinate efforts closely between projects. Data gathered by outdoor sensors in each project will be shared between organizations and BRPC will share indoor air quality monitoring progress in schools within BEAT's project area of Pittsfield. BRPC will also conduct indoor air quality outreach and provide indoor air sensors to residents of Pittsfield as part of current initiatives related to improving indoor air quality for homes and daycares in Pittsfield. We will also combine each organization's expertise to partner on county-wide outreach and education efforts related to air quality.

Sharing data and progress updates between BRPC, BEAT, and other organizations and public officials will lead to positive change related to air quality in Berkshire County. BRPC will incorporate data into all regional and local planning processes throughout the county and BEAT will be armed with data to effectively advocate for changes – these efforts combined will result in less pollution and cleaner air in Berkshire County.

We look forward to coordinating efforts your efforts with our own at BEAT.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jane Winn".

Jane Winn, Executive Director  
Berkshire Environmental Action Team

A handwritten signature in cursive script, appearing to read "Rosemary Wessel".

Rosemary Wessel, Program Director  
Berkshire Environmental Action Team



# TOWN OF CHESHIRE

80 CHURCH STREET | CHESHIRE, MASSACHUSETTS 01225  
PHONE (413) 743-1690 | FAX (413) 743-0389

WWW.CHESHIRE-MA.GOV

## OFFICE OF THE BOARD OF HEALTH

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01  
March 21, 2022

Dear Mr. Matuszko,

The Cheshire Board of Health is pleased to submit this letter of support for Berkshire Regional Planning Commission's application to the EPA Enhanced Air Quality Monitoring. The Berkshire County Clean Air Project will vastly expand Berkshire County's existing air monitoring network which is currently limited to two EPA sensors concentrated in North County, making important hyper-local data accessible to residents throughout the county.

In 2020, the Robert Wood Johnson County Health Rankings and Roadmaps ranked Berkshire County 12<sup>th</sup> out of the 14 counties in Massachusetts for health outcomes. According to the Massachusetts Department of Public Health data, asthma-related emergency room visits and asthma-related hospital stays for children ages 0-4 are both higher in Berkshire County compared to the rest of the state. In addition, the Pittsfield Metropolitan Area ranks 3<sup>rd</sup> nationwide for oldest housing stock, which has negative implications for indoor air quality and a home's ability to prevent the infiltration of outdoor air pollution. Health outcomes and housing quality are both estimated to be disproportionately worse among Environmental Justice (EJ) communities. Prioritizing air sensor locations in EJ block groups within each community will provide critical data for addressing root causes of disparities and arm residents with the information needed to make their families less susceptible to the effects of poor air quality.

The Cheshire Board of Health will assist BRPC in assembling an advisory group comprised of residents, municipal departments, and other relevant environmental and poverty alleviation organizations to locate the sensors, provide ongoing monitoring of sensor performance and data collection, and help to disseminate information to residents on how to access real-time sensor data and understand what it means, how they can improve their indoor air quality, and how to sign up for AirNow air quality alerts. BRPC has our full support for this program.

Sincerely,  
The Town of Cheshire Board of Health

Christopher Garner  
Brian Trudeau  
Michael Kruszyna

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

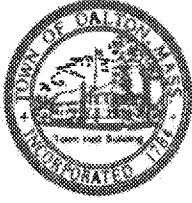
Cooler Communities is pleased to submit this letter of support to the Berkshire Regional Planning Commission to partner for the implementation of their EPA Enhanced Air Quality Monitoring for Communities application, The Berkshire County Clean Air Project. The Cooler Communities Program leverages classroom education to empower students and set a whole community on the path to smarter energy choices. Students of all ages research and create exhibits and materials on climate change, energy efficiency and related subjects within their curriculum requirements to be displayed at a district-wide event. Cooler Communities events have been held in the Berkshires annually since 2019.

Cooler Communities will incorporate the mobile sensors obtained as part of this program into our Berkshire programming, making them available to classrooms and other interested school groups as part of our educational initiatives about carbon pollution and its contributions to climate change. We will gladly accept these sensors after they are done being used by the partnering municipalities as they will enrich the work we are doing to empower young people to recognize the relevance of their learning and to give them a taste of the impact they can have in their communities.

BRPC has our full support and partnership in this program.

Sincerely,

Ulrike Nagel  
Director, Cooler Communities  
Ph: 413-329-3514  
[education@cncr-g-save.com](mailto:education@cncr-g-save.com)



# TOWN OF DALTON

Town Hall  
462 Main Street  
Dalton, MA 01226-1601

Telephone (413) 684-6111

Fax (413) 684-6107

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuzko,

Dalton is pleased to submit this letter of support for the Berkshire Regional Planning Commission's EPA Enhanced Air Quality Monitoring for Communities grant application, the Berkshire County Clean Air Project. This project will provide our residents, especially our most vulnerable populations, with access to more local air quality data and information on how to use the data reduce their susceptibility to outdoor air pollution, sign up for air quality alerts, and how to make their indoor air environments healthier. Our Town departments will use this data to further promote equity within our community and guide our work related to transportation, land use and the environment, public health, and climate/hazard mitigation.

Dalton will partner with BRPC to assemble an advisory group comprised of residents, Town departments, and other relevant environmental and poverty alleviation organizations to locate the sensors, provide ongoing data collection, and help to disseminate information to residents related to their indoor and outdoor air quality. We agree to locate sensors on Town-owned property where possible. BRPC has our full support and partnership in this program.

Sincerely,

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

The Great Barrington Health Department is pleased to submit this letter of support for Berkshire Regional Planning Commission's application to the EPA Enhanced Air Quality Monitoring. The Berkshire County Clean Air Project will vastly expand Berkshire County's existing air monitoring network which is currently limited to two EPA sensors concentrated in North County, making important hyper-local data accessible to residents throughout the county.

In 2020, the Robert Wood Johnson County Health Rankings and Roadmaps ranked Berkshire County 12<sup>th</sup> out of the 14 counties in Massachusetts for health outcomes. According to the Massachusetts Department of Public Health data, asthma-related emergency room visits and asthma-related hospital stays for children ages 0-4 are both higher in Berkshire County compared to the rest of the state. In addition, the Pittsfield Metropolitan Area ranks 3<sup>rd</sup> nationwide for oldest housing stock, which has negative implications for indoor air quality and a home's ability to prevent the infiltration of outdoor air pollution. Health outcomes and housing quality are both estimated to be disproportionately worse among Environmental Justice (EJ) communities. Prioritizing air sensor locations in EJ block groups within each community will provide critical data for addressing root causes of disparities and arm residents with the information needed to make their families less susceptible to the effects of poor air quality.

The Great Barrington Health Department will assist BRPC in assembling an advisory group comprised of residents, municipal departments, and other relevant environmental and poverty alleviation organizations to locate the sensors, provide ongoing monitoring of sensor performance and data collection, and help to disseminate information to residents on how to access real-time sensor data and understand what it means, how they can improve their indoor air quality, and how to sign up for AirNow air quality alerts. BRPC has our full support for this program.

Sincerely,



Rebecca Jurczyk  
Great Barrington, BOH Agent



03/23/2022

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

Central Berkshire Habitat for Humanity submits this letter of commitment to the Berkshire Regional Planning Commission to partner for the implementation of their EPA Enhanced Air Quality Monitoring for Communities application, The Berkshire County Clean Air Project. Habitat is currently partnering with BRPC on an EPA Healthy Communities grant project called the Healthy and Efficient Homes Pilot Project. We are educational campaign to help residents and daycare employees of Pittsfield's Morningside and Westside neighborhoods improve their indoor air quality and reduce exposure to toxic chemicals in cleaning supplies, and a range of indoor environmental hazards that negatively impact health outcomes.

This summer, Habitat for Humanity's Community Navigators, Pittsfield residents who have become experts in connecting their fellow neighbors to resources and services through resident outreach and engagement, will be conducting door to door outreach on these issues as part of the Healthy and Efficient Homes Pilot Project. We will distribute indoor air sensors during this outreach to interested residences and daycares, along with booklets on how to improve air quality (prepared under the Healthy and Efficient Homes Pilot Project) and educational materials related to the sensors themselves. The Community Navigators will be trained on how to use the sensors and will be able to talk with residents and daycare employees on their uses, benefits, and tips for installing.

BRPC has our full support and partnership in this program.

Sincerely,

A handwritten signature in black ink that reads "Carolyn Valle". The signature is written in a cursive, flowing style.

CEO,





Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Mr. Matuszko,

Central Berkshire Habitat for Humanity submits this letter of commitment to the Berkshire Regional Planning Commission to partner for the implementation of their EPA Enhanced Air Quality Monitoring for Communities application, The Berkshire County Clean Air Project. Habitat is currently partnering with BRPC on an EPA Healthy Communities grant project called the Healthy and Efficient Homes Pilot Project. We are educational campaign to help residents and daycare employees of Pittsfield's Morningside and Westside neighborhoods improve their indoor air quality and reduce exposure to toxic chemicals in cleaning supplies, and a range of indoor environmental hazards that negatively impact health outcomes.

This summer, Habitat for Humanity's Community Navigators, Pittsfield residents who have become experts in connecting their fellow neighbors to resources and services through resident outreach and engagement, will be conducting door to door outreach on these issues as part of the Healthy and Efficient Homes Pilot Project. We will distribute indoor air sensors during this outreach to interested residences and daycares, along with booklets on how to improve air quality (prepared under the Healthy and Efficient Homes Pilot Project) and educational materials related to the sensors themselves. The Community Navigators will be trained on how to use the sensors and will be able to talk with residents and daycare employees on their uses, benefits, and tips for installing.

BRPC has our full support and partnership in this program.

Sincerely,

A handwritten signature in black ink that reads "Dubois Thomas". The script is cursive and fluid.

Dubois Thomas  
Neighborhood Revitalization Director  
Central Berkshire Habitat for Humanity

**TRI-TOWN HEALTH DEPARTMENT**  
**Lee - Lenox – Stockbridge**

March 23, 2022

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

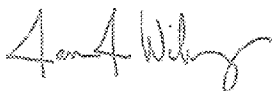
Dear Mr. Matuszko,

The Tri-Town Health Department is pleased to submit this letter of support on behalf of the Towns of Lenox and Lee for Berkshire Regional Planning Commission's application to the EPA Enhanced Air Quality Monitoring. The Berkshire County Clean Air Project will vastly expand Berkshire County's existing air monitoring network which is currently limited to two EPA sensors concentrated in North County, making important hyper-local data accessible to residents throughout the county.

In 2020, the Robert Wood Johnson County Health Rankings and Roadmaps ranked Berkshire County 12<sup>th</sup> out of the 14 counties in Massachusetts for health outcomes. According to the Massachusetts Department of Public Health data, asthma-related emergency room visits and asthma-related hospital stays for children ages 0-4 are both higher in Berkshire County compared to the rest of the state. In addition, the Pittsfield Metropolitan Area ranks 3<sup>rd</sup> nationwide for oldest housing stock, which has negative implications for indoor air quality and a home's ability to prevent the infiltration of outdoor air pollution. Health outcomes and housing quality are both estimated to be disproportionately worse among Environmental Justice (EJ) communities. Prioritizing air sensor locations in EJ block groups within each community will provide critical data for addressing root causes of disparities and arm residents with the information needed to make their families less susceptible to the effects of poor air quality.

Please contact me if there are any questions.

Sincerely,



James J. Wilusz, RS, Executive Director  
Tri-Town Health Department  
Lee, Lenox and Stockbridge Boards of Health

45 Railroad Street-Lee, MA 01238  
Tel: 413-243-5540- Fax: 413-243-5542  
Email: [info@tritownhealth.org](mailto:info@tritownhealth.org)



## Town of Hinsdale

---

*Bob Graves, Town Administrator*

*39 South Street*

*Hinsdale, MA 01235*

*[town.administrator@hinsdalema.gov](mailto:town.administrator@hinsdalema.gov)*

*413-655-2300, x355*

Berkshire Regional Planning Commission  
1 Fenn Street Suite 201  
Pittsfield, MA 01201

RE: EPA Enhanced Air Quality Monitoring for Communities EPA-OAR-OAQPS-22-01

Dear Tom Matuszko,

The **Town of Hinsdale** is pleased to submit this letter of support for the Berkshire Regional Planning Commission's EPA Enhanced Air Quality Monitoring for Communities grant application, the Berkshire County Clean Air Project. This project will provide our residents, especially our most vulnerable populations, with access to more local air quality data and information on how to use the data reduce their susceptibility to outdoor air pollution, sign up for air quality alerts, and how to make their indoor air environments healthier. Our Town departments will use this data to further promote equity within our community and guide our work related to transportation, land use and the environment, public health, and climate/hazard mitigation.

**Hinsdale** will partner with BRPC to help locate the sensors on Town property where possible and disseminate information to residents related to their indoor and outdoor air quality. BRPC has our full support and partnership in this program.

Sincerely,

*Robert D. Graves*

Robert D. Graves  
Hinsdale Town Administrator

## Other Attachment File(s)

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\* Mandatory Other Attachment Filename:

[Add Mandatory Other Attachment](#)

[Delete Mandatory Other Attachment](#)

[View Mandatory Other Attachment](#)

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To add more "Other Attachment" attachments, please use the attachment buttons below.

[Add Optional Other Attachment](#)

[Delete Optional Other Attachment](#)

[View Optional Other Attachment](#)

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

03/25/2022

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

\* a. Legal Name: Berkshire Regional Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

03-0572303

\* c. Organizational DUNS:

1239243670000

d. Address:

\* Street1:

1 Fenn Street

Street2:

\* City:

Pittsfield

County/Parish:

\* State:

MA: Massachusetts

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

01201-6278

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Emily

Middle Name:

\* Last Name:

Lange

Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:

413-442-1521 x12

Fax Number:

\* Email: elange@berkshireplanning.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.034

CFDA Title:

Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities  
Relating to the Clean Air Act

### \* 12. Funding Opportunity Number:

EPA-OAR-OAQPS-22-01

\* Title:

Enhanced Air Quality Monitoring for Communities

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Berkshire County Clean Air Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\* a. Applicant

11

\* b. Program/Project

All

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

11/01/2022

\* b. End Date:

11/01/2025

**18. Estimated Funding (\$):**

\* a. Federal

465,589.22

\* b. Applicant

0.00

\* c. State

0.00

\* d. Local

0.00

\* e. Other

0.00

\* f. Program Income

0.00

\* g. TOTAL

465,589.22

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:

\* First Name:

Thomas

Middle Name:

\* Last Name:

Matuszko

Suffix:

\* Title:

Executive Director

\* Telephone Number:

(413) 442-1521 x34

Fax Number:

\* Email:

tmatuszko@berkshireplanning.org

\* Signature of Authorized Representative:

Melissa J Provencher

\* Date Signed:

03/25/2022

## Project Narrative File(s)

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\* **Mandatory Project Narrative File Filename:**

Add Mandatory Project Narrative File

Delete Mandatory Project Narrative File

View Mandatory Project Narrative File

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To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File

Delete Optional Project Narrative File

View Optional Project Narrative File



# BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006  
Expiration Date: 02/28/2022

## SECTION A - BUDGET SUMMARY

| Grant Program<br>Function or<br>Activity<br><br>(a)      | Catalog of Federal<br>Domestic Assistance<br>Number<br><br>(b) | Estimated Unobligated Funds |                    | New or Revised Budget |                    |               |
|--|--|-----------------------------|--------------------|-----------------------|--------------------|---------------|
|  |  | Federal<br>(c)              | Non-Federal<br>(d) | Federal<br>(e)        | Non-Federal<br>(f) | Total<br>(g)  |
| 1. Enhanced Air Quality<br>Monitoring for<br>Communities | 66.034   | \$ 465,589.22               | \$ 0.00            | \$                    | \$                 | \$ 465,589.22 |
| 2.   |  |                             |                    |                       |                    |               |
| 3.   |  |                             |                    |                       |                    |               |
| 4.   |  |                             |                    |                       |                    |               |
| 5. Totals  |  | \$ 465,589.22               | \$ 0.00            | \$                    | \$                 | \$ 465,589.22 |

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Prescribed by OMB (Circular A -102) Page 1

# SECTION B - BUDGET CATEGORIES

| 6. Object Class Categories             | GRANT PROGRAM, FUNCTION OR ACTIVITY             |     |     |     | Total<br>(5)  |
|--|---|-----|-----|-----|---------------|
|  | (1)   | (2) | (3) | (4) |               |
|  | Enhanced Air Quality Monitoring for Communities |     |     |     |               |
| a. Personnel                           | \$ 100,045.87                                   | \$  | \$  | \$  | \$ 100,045.87 |
| b. Fringe Benefits                     | 56,435.88                                       |     |     |     | 56,435.88     |
| c. Travel                              | 2,190.24  |     |     |     | 2,190.24      |
| d. Equipment                           | 0.00  |     |     |     | 0.00          |
| e. Supplies                            | 105,348.39                                      |     |     |     | 105,348.39    |
| f. Contractual                         | 112,440.50                                      |     |     |     | 112,440.50    |
| g. Construction                        | 0.00  |     |     |     | 0.00          |
| h. Other                               | 5,500.00  |     |     |     | 5,500.00      |
| i. Total Direct Charges (sum of 6a-6h) | 381,960.88                                      |     |     |     | \$ 381,960.88 |
| j. Indirect Charges                    | 83,628.34                                       |     |     |     | \$ 83,628.34  |
| k. TOTALS (sum of 6i and 6j)           | \$ 465,589.22                                   | \$  | \$  | \$  | \$ 465,589.22 |
| 7. Program Income                      | \$ 0.00   | \$  | \$  | \$  | \$ 0.00       |

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| SECTION C - NON-FEDERAL RESOURCES |   |               |           |                   |           |
|-----------------------------------|---|---------------|-----------|-------------------|-----------|
| (a) Grant Program                 |   | (b) Applicant | (c) State | (d) Other Sources | (e)TOTALS |
| 8.                                | Enhanced Air Quality Monitoring for Communities | \$ 0.00       | \$ 0.00   | \$ 0.00           | \$ 0.00   |
| 9.                                |   |               |           |                   |           |
| 10.                               |   |               |           |                   |           |
| 11.                               |   |               |           |                   |           |
| 12. TOTAL (sum of lines 8-11)     |   | \$ 0.00       | \$ 0.00   | \$ 0.00           | \$ 0.00   |

| SECTION D - FORECASTED CASH NEEDS  |                    |               |              |              |              |
|------------------------------------|--------------------|---------------|--------------|--------------|--------------|
|                                    | Total for 1st Year | 1st Quarter   | 2nd Quarter  | 3rd Quarter  | 4th Quarter  |
| 13. Federal                        | \$ 265,455.43      | \$ 145,375.15 | \$ 40,026.76 | \$ 40,026.76 | \$ 40,026.76 |
| 14. Non-Federal                    | \$                 |               |              |              |              |
| 15. TOTAL (sum of lines 13 and 14) | \$ 265,455.43      | \$ 145,375.15 | \$ 40,026.76 | \$ 40,026.76 | \$ 40,026.76 |

| SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT |   |                                |               |               |            |
|---|---|--------------------------------|---------------|---------------|------------|
| (a) Grant Program   |   | FUTURE FUNDING PERIODS (YEARS) |               |               |            |
|   |   | (b)First                       | (c) Second    | (d) Third     | (e) Fourth |
| 16.   | Enhanced Air Quality Monitoring for Communities | \$ 225,428.67                  | \$ 120,080.28 | \$ 120,080.28 | \$         |
| 17.   |   |                                |               |               |            |
| 18.   |   |                                |               |               |            |
| 19.   |   |                                |               |               |            |
| 20. TOTAL (sum of lines 16 - 19)  |   | \$ 225,428.67                  | \$ 120,080.28 | \$ 120,080.28 | \$         |

| SECTION F - OTHER BUDGET INFORMATION |                                |
|--------------------------------------|--------------------------------|
| 21. Direct Charges: 381,960.88       | 22. Indirect Charges: 83628.34 |
| 23. Remarks:                         |                                |

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Manifest for Grant Application # GRANT13580241

Grant Application XML file (total 1):

1. GrantApplication.xml. (size 22413 bytes)

Forms Included in Zip File(total 6):

1. Form ProjectNarrativeAttachments\_1\_2-V1.2.pdf (size 16041 bytes)

2. Form SF424\_3\_0-V3.0.pdf (size 24109 bytes)

3. Form SF424A-V1.0.pdf (size 23056 bytes)

4. Form EPA4700\_4\_3\_0-V3.0.pdf (size 22625 bytes)

5. Form OtherNarrativeAttachments\_1\_2-V1.2.pdf (size 15917 bytes)

6. Form EPA\_KeyContacts\_2\_0-V2.0.pdf (size 37258 bytes)

Attachments Included in Zip File (total 5):

1. OtherNarrativeAttachments\_1\_2 OtherNarrativeAttachments\_1\_2-Attachments-1237-BRPC Staff Resumes Combined.pdf application/pdf (size 286231 bytes)

2. OtherNarrativeAttachments\_1\_2 OtherNarrativeAttachments\_1\_2-Attachments-1238-Berkshire County Clean Air Project All Letters of Support Combined.pdf application/pdf (size 2828535 bytes)

3. OtherNarrativeAttachments\_1\_2 OtherNarrativeAttachments\_1\_2-Attachments-1236-FY2022 BRPC Agency Qualifications.pdf application/pdf (size 789395 bytes)

4. ProjectNarrativeAttachments\_1\_2 ProjectNarrativeAttachments\_1\_2-Attachments-1234-Berkshire Regional Planning Commission Enhanced Air Quality Monitoring For Communities Project Narrative.pdf application/pdf (size 378035 bytes)

5. OtherNarrativeAttachments\_1\_2 OtherNarrativeAttachments\_1\_2-Attachments-1235-Berkshire County Clean Air Project Quality Assurance Statement.pdf application/pdf (size 147019 bytes)

## **I. Cover Page**

**Project Title:** Berkshire County Clean Air Project

**Applicant Information:**

**Applicant Organization:** Berkshire Regional Planning Commission

**Address:** 1 Fenn Street, Pittsfield, MA 01201

**Primary Contact information:** Emily Lange, 413-442-1521 x12, elange@berkshireplanning.org

**DUNS number:** 123924367

**Set-Aside:** No set-aside

**Brief Description of Applicant Organization:** Massachusetts has no county government. Berkshire Regional Planning Commission (BRPC) is the only official county-wide agency in Berkshire County providing comprehensive planning services to municipalities which include land use, transportation, community and economic development, public health and environmental planning. BRPC provides leadership and assistance to the County's municipalities, organizations, and citizens in achieving County-wide inter-relationships, prosperity, opportunities, quality of life, strength, and vibrancy.

**Project Partners:**

Expected partners include: Berkshire Community Action Council, Renee Schmidt 2) Habitat for Humanity, Dubois Thomas 3) Cooler Communities, Ulrike Nagel 4) Berkshire Environmental Action Team, Rosemary Wessel 5) Berkshire Public Health Alliance (Alliance)

**Project Location:** All Environmental Justice communities in Berkshire County, Massachusetts in the following municipalities: Adams, Cheshire, Dalton, Great Barrington, Hinsdale, Lee, Lenox, North Adams, Pittsfield, Williamstown

**Air Pollutant Scope:**

**Mobile Sensors:** PM1.0, PM2.5, PM10

**Indoor Sensors:** PM2.5, PM10, CO2

**Outdoor Sensors:** PM1.0, PM2.5, PM10

**Budget Summary:**

| EPA Funding Requested | Total Project Cost |
|-----------------------|--------------------|
| \$465,589.22          | \$465,589.22       |

**Project Period:** November 2022 – November 2025

**Short Project Description:** The Berkshire County Clean Air Project will expand indoor and outdoor air monitoring opportunities for all Berkshire County residents, especially the County's most vulnerable populations. BRPC, with its project partners, will engage all communities in Berkshire County containing EJ populations to obtain outdoor air sensors, equitably and collaboratively site them, build capacity for ongoing community air quality monitoring, and disseminate indoor air sensors to low-income households making energy efficiency upgrades. Indoor and outdoor sensor deployment will be accompanied by extensive community outreach and municipalities and local groups will utilize data to guide regional planning initiatives.

## **II. Work Plan**

### **Section 1 – Project Summary and Approach**

#### **A. Overall Project**

The Berkshire County Clean Air Project will expand both indoor and outdoor air quality monitoring opportunities for Berkshire County residents, particularly those in EJ communities and other marginalized or vulnerable groups. Outdoor sensors measuring PM1.0, PM2.5, and PM10 will be distributed to 8 of the 10 municipalities in Berkshire County containing Environmental Justice block groups (the other 2 communities either have a network or are in the process of obtaining sensors on their own).

BRPC (the lead applicant) will undertake the following activities to site the outdoor air sensors equitably and collaboratively in each community:

- Disseminate introductory educational materials and a community-wide survey in each town that will allow the broader community to convey their location preferences.
- Work with local communities to assemble a steering committee in each jurisdiction comprised of: residents of EJ neighborhoods, representatives of other identified vulnerable populations, Town employees and committees (namely Town administrators, community planners, school officials, diversity and inclusion committee members, Council on Aging, and a Board of Health representative, and any other relevant local organizations (related to anti-poverty, housing, clean energy, environment, public health, transportation, etc.) and BRPC environmental, public health, and transportation staff.
- These steering committees will meet to review survey feedback, brainstorm and investigate locations, and receive training on how to use mobile sensors.
- Each steering committee will conduct walking audits in the community using mobile sensors which measure PM2.5 to investigate locations and times of day where pollution levels may be elevated (ex: the pickup line after school with idling school buses, operating hours for industrial uses near a residential neighborhood, rush hour in neighborhoods along highways, outside affordable housing or assisted living facilities)
- The steering committees will review results using the device's open-source map that charts the level and location of pollution encountered during the audit and sensor locations will be finalized.
- Help communities to post monitoring data on the project's website.

Indoor air sensors, measuring PM2.5, PM10, and CO2 will also be dispersed to low-income households and schools in EJ communities. Berkshire County's designated Community Action Agency will distribute indoor sensors to low-income residents making energy efficiency improvements (specifically insulation upgrades and heat pump adoption) throughout the project period. A portion of these indoor air sensors will be given to public schools throughout the county. Habitat for Humanity will also disseminate indoor air sensors to residents and daycares in two EJ neighborhoods in Pittsfield in coordination with an existing project that BRPC and Habitat are working on together to improve indoor air quality to residents and daycares.

BRPC and project partners will implement an extensive public education campaign to accompany the launch of the 50 new outdoor air sensors and dispersal of 300 indoor air sensors to low-income residents and schools throughout the county. Activities will include:

- Announcements on the installation of the sensor network and how to sign up for AirNow air quality alerts using County-wide and local communication channels.

- BRPC will host a series of webinars for Berkshire County residents introducing the sensors, discussing how to interpret and use data for personal protection and to make the air in their homes and neighborhoods cleaner.
- Targeted outreach to specific groups:
  - Indoor air sensor recipients will receive sensor installation and troubleshooting tips and a printed booklet on how to monitor and address hazards and improve indoor air quality that was prepared by BRPC under a recent EPA Healthy Communities grant (booklet mentioned above).
  - BRPC will hold community meetings twice over the 3-year grant period to review outdoor air sensor data with residents and discuss the significance of the data and related precautions that families can take.
  - BRPC will make presentations and hold Q&A sessions at existing events and meetings catering to EJ communities (events in EJ neighborhoods, existing meetings held by organizations serving EJ populations)
  - BRPC will partner education-focused community groups and schools to incorporate tracking sensor data and education about air quality into curriculums and events to educate kids about climate change.
  - BRPC will partner with the Berkshire Environmental Action Team (BEAT) to conduct outreach in Pittsfield on the health impacts and ways to improve air quality related to their outdoor sensors in Pittsfield and our indoor sensors.

Assembling a steering committee and holding a series of meetings/workshops in each community will build capacity for hyper-local community air quality monitoring that will be sustained past the project end date. Capacity building activities will include:

- BRPC will download data from each sensor twice a year, analyze data and prepare reports for each community that will be presented to the steering committees and made available to the broader community.
  - Steering committees in each town will learn how to download and analyze data to continue with analysis and monitoring past the project period.
- Recruiting residents of EJ communities to join the steering committee will be ongoing throughout the project period.
- BRPC will re-home mobile air sensors after the project ends to climate-focused educational community groups working with public schools and summer camps.

This project will culminate with a final report that will contain an overview of the process, analysis of the data produced by the sensors in each location, including similarities or differences based on land use, street or neighborhood typology, times of day or year, weather events, results from BEAT's concurrent air quality monitoring project in Pittsfield, and recommended that individuals and municipalities can take to improve indoor and outdoor air quality. The report will be reviewed with each municipality, steering committee, internally with BRPC departments, and other relevant organizations throughout Berkshire County. The report will be made available and advertised to the public and presented at a county-wide webinar and public meetings.

## **B. Project Significance**

In 2020, the Robert Wood Johnson County Health Rankings and Roadmaps ranked Berkshire County 12<sup>th</sup> out of the 14 counties in Massachusetts for health outcomes. As part of the same publication, Berkshire County residents self-reported a higher percentage of poor physical and mental health days and were found to have a significantly lower life expectancy and higher rate of age-adjusted premature mortality compared to Massachusetts overall.

As it pertains to chronic diseases associated most directly with air pollution, from 2014-2016 Berkshire County had higher stroke and heart disease death rates and higher chronic lower respiratory infection and COPD rates compared to Massachusetts. Lung cancer, cardiovascular disease, and respiratory disease were the leading causes of death for Berkshire County residents during this time. According to the Massachusetts Department of Public Health data, asthma related emergency room visits and asthma related hospital stays for children ages 0-4 are both higher in Berkshire County compared to Massachusetts overall. Instances of adverse health outcomes in all categories were found to be significantly higher in vulnerable groups such as people of color and low-income populations. Berkshire County also has the second highest rates of both smoking and aging population of the 13 Massachusetts counties, with the 65+ population totaling 23.9% of the total population.

According to County Health Rankings, average daily density of fine particulate matter is worse in Berkshire County compared to Massachusetts, and all surrounding rural counties. While average daily density of fine particulate matter has improved in Massachusetts over time, it has remained constant in Berkshire County. There are several environmental factors that could be contributing to the county's air pollution levels. Public transportation is limited or non-existent, there are three peaker plants located in the county and another two located nearby across the border in New York State and Berkshire Hills is the highest elevation west of the power plants in Ohio. Additionally, the Pittsfield Metropolitan Area ranks 3<sup>rd</sup> nationwide for oldest housing stock, which has negative implications for indoor air quality and a homes' ability to prevent the infiltration of outdoor air pollution.

BRPC will incorporate data obtained through this project into its planning and policy initiatives across departments and will work with municipalities and other partner organizations to do the same. A hyper-local understanding of emissions patterns and areas of elevated pollution will help our region decarbonize all sectors in a way that will bring the most benefit to the public. We will be able to address existing risks and make better-informed decisions as climate change progresses and air quality worsens as it is predicted to. Data gathered can also serve as a baseline for initiatives intended to reduce emissions in a specific area, such as switching fuel-burning peaker plants and other industrial uses to renewable energy or Complete Streets projects.

The Commonwealth of Massachusetts is in the midst of a long-range planning process to achieve net zero emissions and adapt to climate change in an equitable way by 2050. There is a mandate to prioritize the needs of environmental justice populations in this process. Obtaining neighborhood-level air quality data throughout Berkshire County will position BRPC and partnering organizations to better advocate for programs and policies that will improve health and environmental outcomes of the environmental justice areas across our region.

## **Section 2 – Community Involvement**

### **A. Community Partnerships**

As the official regional planning agency for Berkshire County, BRPC regularly works with municipalities, community-based organizations, and residents in all 32 towns and cities in the county. BRPC convenes these groups to promote county-wide relationships and efficiencies and provide educational and technical assistance on a variety of topics related to public health, clean energy, the environment, transportation, and community development.

The Berkshire County Clean Air Project will provide the opportunity for each town to assemble a core team that is invested in the community and the well-being of its residents. BRPC will work to foster these relationships and seek to add new partnerships through the duration of this project to make sure it is as equitable, inclusionary, far-reaching, and effective as possible.



Current project partners and roles include:

***Berkshire Community Action Council (BCAC):*** BCAC is the official anti-poverty Community Action Agency for Berkshire County. As part of their suite of services, BRPC administers the Mass Save program for low-income residents throughout the county, weatherizing homes and replacing HVAC systems and other appliances with energy efficient models at no cost. BCAC will partner to supply low-income residents weatherizing their homes or installing heat pumps with indoor air sensors. This will encourage residents to take advantage of these services. BRPC will leverage its communication network of residents, contractors, and organizations throughout Berkshire County to promote the availability of these sensors and general air quality information. BCAC will bring expertise on Mass Save's program offering for low-income households, building science, and community outreach designed to reach our target population. Participating in this program will give BCAC resources to promote indoor air quality monitoring to its clients and contractor network.

***Berkshire Environmental Action Team (BEAT):*** Our project will be coordinating efforts with BEAT who are focusing their efforts on outdoor monitoring in Pittsfield. We will work with them to monitor indoor air quality in schools and daycares within Pittsfield and partner to conduct outreach to residents on both indoor and outdoor air quality issues. BEAT has a long history of advocating for environmental protection, remediation, and curbing emissions from fossil fuel infrastructure in Berkshire County. Air quality data that we will obtain in our 9 partnering communities will aid them in this work. They will bring expertise in utilizing data obtained through our project to advocate for policy reform.

***Central Berkshire Habitat for Humanity:*** Habitat for Humanity is currently working with BRPC on two initiatives in Pittsfield to improve the quality of green space and an initiative to educate residents and daycares on ways to improve their indoor air quality (Healthy and Efficient Homes Pilot Project, mentioned above). Habitat for Humanity will give sensors to interested residents when they visit their homes as part of the Healthy and Efficient Homes' door to door outreach. Residents will receive a booklet on how to identify and remediate environmental hazards and other ways to improve air quality (prepared under the Healthy and Efficient Homes grant) with educational materials on how to monitor the pollutants mentioned in the booklet.

***Cooler Communities:*** The Cooler Communities program leverages classroom education to empower students and set a whole community on the path to smarter energy choices.

Aside from creating measurable energy savings for the participating town and its residents, the purpose of this program is to empower young people in recognizing the relevance of their learning and to give them a taste of the impact they can have in their communities. Cooler Communities will partner to incorporate mobile sensors activities into the Cooler Communities regional symposiums and in their work with schools throughout the county related to climate change, carbon pollution, and energy efficiency.

***Municipal Departments:*** Representatives from municipal departments in each town, which may include Boards of Health, Councils on Aging, Diversity and Inclusion, Planning and Community Development, Highway, and administrative departments, will join the steering committees to site outdoor sensors and provide status updates and other outreach to the community. Departments will review the collected data with BRPC and work with BRPC to develop and implement projects that incorporate the data into town planning initiatives, regulations, and capital projects. Partnering in these projects will help instill residents' confidence in municipal government that they are making data-driven decisions that weigh public health implications.

***Berkshire Public Health Alliance:*** The Alliance is a partnership among 25 Berkshire

communities who have signed an intermunicipal agreement to allow them to share staff, services and grants. More than half of the communities with EJ areas are members of the Alliance. Some of them utilize Alliance inspectional services and most of utilize Alliance Public Health Nursing services that are focused on community health.

**B. Community Engagement**

At the start of the project, BRPC will release a survey in each town to give the broader community the opportunity to provide input on sensor locations/areas of concern for elevated pollution. BRPC will attend existing meetings and events that cater to our target population to make brief presentations and announcements introducing the project, solicit feedback for air sensor locations, and recruit for the steering committee.

BRPC will attend community meetings/events in each community that cater to our target population (likely the same as above) and review report findings twice a year and discuss recommendations for how they can use the data to make themselves and their families less susceptible to air pollution, answer questions, and solicit feedback. Attending these meetings will help BRPC recruit residents of EJ areas in each community to the steering committee throughout the project period.

We will reach out to all faith-based organizations, official or unofficial resident/neighborhood groups, environmental, public health, or anti-poverty organizations in the area to invite them to participate in the steering committee and provide regular updates on project progress and educational materials that they can share with their networks.

BRPC and its project partners have a long, extensive history of working with community members on other projects. This collective experience will enrich the community engagement process of the Berkshire County Clean Air Project. As mentioned above, BRPC is currently working on two projects with project partners Central Berkshire Habitat for Humanity and Berkshire Environmental Action Team. Both multi-year initiatives engage a variety of resident groups to design and execute each project. Pittsfield Gray to Green, funded by the Massachusetts Department of Public Health, is a collaboration of BRPC, Habitat for Humanity, BEAT, residents, and other neighborhood organizations in Pittsfield to conduct a comprehensive planning process around increasing green infrastructure and green investments in the two focus EJ neighborhoods in Pittsfield, the Morningside and the Westside. BRPC is also currently working with community groups in Williamstown as well to conduct outreach and education on energy efficiency in environmental justice neighborhoods.

BRPC's Public Health Program includes the Berkshire Public Health Alliance which has several current initiatives to work with Massachusetts designated rural health equity communities to develop strategies for improving health outcomes in rural communities. In addition, the Alliance works with disadvantaged communities in Pittsfield to improve health outcomes through improvements to community spaces, such as providing more greenery and organizing community members to take ownership of their streets.

**Section 3 – Environmental Justice and Underserved Communities**

Each community selected to participate contains at least one sizeable environmental justice area designated by the Commonwealth of Massachusetts within its borders and has expressed a commitment to promoting equity through its work. Demographics and environmental factors combined make residents of these environmental justice neighborhoods and surrounding areas highly susceptible to respiratory diseases and other illnesses caused or worsened by pollution and COVID-19. Statistics regarding rates of chronic illness mentioned above were found to be much higher in People of Color and Medicaid recipients than in the

general population.

According to the EPA's Environmental Justice Screening and Mapping Tool, 8 of the 9 communities contain areas ranked in the 60-80th percentile for the PM<sub>2.5</sub> in the EJ Index and 70-80th percentile for Ozone. Portions of all communities are in the 70-90th percentile for traffic proximity. All communities have areas in the 70-80th percentile for Air Toxics Cancer Risk and Respiratory Hazard Indices. All communities are in the 95-100th percentile for over 65 population and the entire county is classified as medically underserved. Pittsfield is in the 95-100th percentile for asthma, North Adams is in the 90-95th, Great Barrington, Cheshire, Adams, Williamstown are in the 70-80th, and Hinsdale, Lee, and Lenox are in the 60th-70th percentile.

Residents served by this project have been significantly and disproportionately impacted by the COVID 19 pandemic, exacerbated by environmental pollution and exposures. In Berkshire County in particular, because of its huge influx of second-homeowners, tourist population, and transplants during the pandemic, many of the residents of environmental justice communities, especially People of Color, work in the direct service industry, increasing their exposure to the virus. Additionally, service industry workers have no work from home option, fewer or no paid sick days, requiring that their children are cared for likely by expensive and difficult to find childcare in the region, with additional exposures. Residents working in the service industry and living in the environmental justice communities in Berkshire County are often not able to afford to live in housing within the community they work in, requiring arduous commutes across a rural setting with New England weather patterns.

Due to the overall age of housing stock in Berkshire County (3<sup>rd</sup> oldest of any region nationally), many low-income and otherwise marginalized groups are forced to live in aging, degraded housing that often has significant indoor and outdoor safety and health concerns. In particular, indoor air quality in more "affordable" housing is likely very poor, and it's often reported by residents that they feel unable to bring their concerns for their health to their landlord for fear of eviction. In the larger communities, particularly Pittsfield, Great Barrington, and North Adams, "affordable" housing tends to be located near environmental hazards, railroad tracks, in places with significant traffic idling, and other factors that increase air pollution.

The Berkshire County Clean Air Project will work directly with residents through existing partnerships and relationships to increase awareness of air pollution and environmental hazards, and increase resident's ability to monitor air within their homes and other environments they spend time in. Additionally, residents will be continually engaged and educated on the air sensor data on a frequent basis through communication networks so they can buffer their exposure and know when they need to limit their exposure to the outdoor air. BRPC works with residents in environmental justice communities throughout Berkshire County in several capacities and is uniquely situated to engage residents in the proposed communities.

#### **Section 4 – Environmental Results—Outcomes, Outputs and Performance Measures**

##### **A. Expected Project Outputs and Outcomes**

Expected project outputs are the same in each of the 9 communities and include identifying air quality issues and areas of concern, deploying technologies to measure air quality, publicizing the availability of real-time data widely, performing community-specific data analysis, fostering community partnerships and engagement, and working with communities to develop and implement concrete actions based on the data analysis.

Outcomes will include increased community awareness of availability of the data, health impacts, personal protective measures, and how to improve their indoor and outdoor air quality. Residents and municipalities will receive the data needed to implement and advocate for local

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and state policy changes, implore polluters to curb emissions, and implement projects that derive the most benefits for air quality in an equitable way. An overall decrease in premature death, cancers, and respiratory diseases is expected for Berkshire County residents.

| <b>Outputs</b>   | <b>Short-Term Outcomes (6-12 months)</b>  | <b>Intermediate Outcomes (12-24 months)</b>   | <b>Long-term Outcomes, 2+ years)</b>   |
|--|---|---|--|
| Identification of air quality issues   | <ul style="list-style-type: none"> <li>• Problem identification</li> <li>Increased community awareness</li> </ul>   | Policy actions: relevant municipal departments will update procedures to investigate types of air pollution beyond the scope of this study  | Pollutants (addressed within this scope and beyond) will be continuously identified and addressed by local government processes, community groups, and residents in each community   |
| Deployment of equipment to conduct air quality monitoring in or near underserved communities | <ul style="list-style-type: none"> <li>• Increased access/awareness to information and tools to track and interpret air quality data</li> <li>• Expansion of existing air sensor network</li> <li>• 200 low-income residents will receive indoor air sensors when they make energy efficiency upgrades</li> <li>• 48 public K-12 schools serving 17,508 students will each receive 2 indoor air sensors each</li> <li>• steering committees will utilize mobile sensor kits to conduct walk audits and consult with an air quality scientist</li> </ul> | <ul style="list-style-type: none"> <li>• Students will use mobile sensors to track personal pollution exposure</li> <li>• Residents and orgs may be more likely to purchase sensors</li> <li>• Organizations may utilize air sensing technologies for other projects</li> <li>• Low-income residents will be encouraged to pursue energy efficiency improvements which will help them save money on monthly energy bills, and improve air quality</li> <li>• Increase in # of residents able to identify and address environmental hazards/asthma triggers</li> </ul> | <ul style="list-style-type: none"> <li>• Mobile air sensor educational kits will remain resources for school-aged climate change education in the county</li> <li>• Network of air sensors will grow further over time, giving more residents the power to track their pollution exposure</li> <li>• Low-income residents will be able to loan indoor air sensors to their social networks, potentially unlocking access for a larger group of people that might not otherwise have access to this technology</li> </ul> <p>Children attending public school in Berkshire County will be spending their days in healthy air quality which may result in reduction in pediatric asthma-related events</p> |
| Community-specific analysis of air pollution data  | Communities with environmental justice areas will start to understand emissions patterns, pollution hotspots, and air quality disparities   | Municipal departments and organizations will incorporate analysis into policies, procedures, and services   | <ul style="list-style-type: none"> <li>• Decrease in health and environmental disparities between environmental justice and non-environmental justice neighborhoods</li> </ul>   |
| Near real-time air quality data availability for communities and other stakeholders          | <ul style="list-style-type: none"> <li>• Increased community understanding of how to interpret sensor readings</li> <li>Increase in number of residents that regularly check air quality</li> </ul>   | <ul style="list-style-type: none"> <li>• Municipalities, organizations and resident groups can develop systems to alert residents to elevated pollution in real-time</li> <li>• Residents and organizations can better understand the effects that traffic and weather-related events have on their air quality</li> </ul>  | <ul style="list-style-type: none"> <li>• Residents, especially vulnerable populations, will be less susceptible to poor air quality</li> <li>• Reduction in negative health impacts related to pollution</li> <li>• Residents and municipalities advocate for and implement initiatives to reduce emissions</li> <li>• Residents develop personal protective procedures based on sensor readings</li> </ul>  |
| Promotion of partnerships and community involvement  | <ul style="list-style-type: none"> <li>• Historically marginalized residents will have a say in how their community monitors air quality</li> </ul>   | <ul style="list-style-type: none"> <li>• Steering committees will be encouraged to work together after the project period ends to continue</li> </ul>   | The formation of steering committees in each town will create a diverse, invested, well-informed group of individuals  |

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|---|--|---|--|
| through various activities and information exchanges  | <ul style="list-style-type: none"> <li>Residents of environmental justice areas and other vulnerable populations will receive small-scale briefings</li> </ul> | monitoring activities <ul style="list-style-type: none"> <li>Steering committees will be assisted in developing plans and projects for improving air quality</li> </ul>   | that can be stewards of their community's air quality past the project end date  |
| Drafting and discussing progress and final reports with municipal departments, steering committees, and the broader community | <ul style="list-style-type: none"> <li>Communities can begin to understand local emissions and air quality patterns</li> </ul>                                 | <ul style="list-style-type: none"> <li>Municipalities and organizations will approach local polluters with data to request/require mitigation actions</li> <li>Policy changes at the local and state level</li> <li>Increasing local business and industry participating in emissions reductions, including adoption of renewables, electric vehicles, energy efficiency upgrades</li> <li>Increase in gov't trust</li> </ul> | <ul style="list-style-type: none"> <li>Reduction of GHG emissions</li> <li>Reduction in premature death and respiratory diseases</li> <li>Reduction of ambient concentrations of air pollutants</li> <li>Reduction of resident susceptibility to air pollutants</li> <li>End of fossil-fuel electricity generation in the county</li> </ul> Implementation of report recommendations: increase in street trees and green space in polluted areas, active and public transportation options, widespread solar PV and electric vehicles (including public buses) |

**B. Performance Measures and Plan**

BRPC will keep a log of how many events we participate in or host to conduct outreach on availability of sensors and air quality and how many attendees each event has. We will ask attendees to share their affiliation, which will also be tracked to understand who we are reaching and course-correct to be more inclusive. We will also prepare and distribute a short, standardized exit survey at the end of each event which will ask how useful the individual found the information to be, if and how they plan to make behavioral changes based on the information, and additional information they would like to receive that we did not cover.

Semi-annual data collection will be followed by the generation of 9 reports (1 per community) and will be followed by a conversation with the steering community to present and interpret results and discuss recommendations/next steps. A matrix will be developed for each community detailing these recommendations and action items. Items will be revisited at every meeting and their progress will be tracked in the matrix and shared out at the end of the project.

BRPC will also hold quarterly meetings with project partners. During these meetings, we will record the progress each group is making: # of sensors and indoor air quality booklets that have been distributed, # of organizations and businesses that have been reached (for those organizations assisting with education and outreach), how many schools have agreed to or have incorporated mobile sensors into lesson plans, how many students have used the mobile sensors as part of climate change education outside of the classroom, and issues encountered.

**C. Timeline and Milestones**

*Nov. - Dec. 2022:* Formation of steering committees

*Nov. - Dec. 2022:* Procurement of mobile, indoor, and outdoor air sensors

*Nov. - Dec. 2022:* Drafting and launch of community surveys

*Jan. - Feb. 2023:* First meetings of steering committees to review surveys, brainstorm locations for outdoor sensors, and be trained on how to operate mobile sensors and conduct walk audits

*Mar. - Apr. 2023:* Conduct walk audits with the steering committees and any interested residents

*Apr. 2023:* Review walk audit results and finalize sensor locations.

*Apr. - May 2023:* Procure and install sensors

*Oct. 2023:* First report will be shared with each community analyzing sensor data collected

*Jul. – Nov. 2025:* Preparation of final report and analysis

*Nov. 2025:* Regional symposium and community meetings to share report recommendations

*Ongoing:* 1) Recruitment of EJ residents to steering committee 2) Data collected semi-annually from all sensors 3) Mobile sensor testing demonstrations and use by school groups 4) Data analysis and related calls with steering committees and municipal departments semi-annually for the duration of the project period. 5) Education and outreach to community groups and residents

## **Section 5 – Quality Assurance Statement**

*Quality Assurance Statement included in attachments.*

## **Section 6 – Programmatic Capability and Past Performance**

### **A. Past Performance**

| <b>Funding Agency</b> | <b>Grant Program</b>                                  | <b>Grant Period</b> | <b>Status</b> | <b>Amount</b> |
|-----------------------|---|---------------------|---------------|---------------|
| EPA                   | Brownfields Revolving Loan Fund (BF - 97180401 – 6)   | 10/1/07 -9/30/22    | Ongoing       | \$3,300,000   |
| EPA                   | Brownfields Assessment Grant (BF - 00A00473 – 0)      | 10/1/17–9/30/20     | Closed        | \$300,000     |
| USDA                  | Farmers Market Promotion Program (AMI 70100:XXXXG066) | 9/30/17 -9/29/20    | Closed        | \$238,595     |
| USDA Forest Service   | Forest Stewardship Program (20-DG-11094200-275)       | 10/1/20 - 6/30/22   | Ongoing       | \$60,000      |
| EDA                   | Berkshire Economic Recovery Project” (F017915053)     | 2/25/21 -2/25/23    | Ongoing       | \$842,522     |
| FDA                   | Alliance Food Safety Program                          | 2016 - 2022         | Closing       | \$350.000+    |

### **B. Reporting Requirements**

BRPC’s staff has nearly 49 years of experience in managing a variety of grant programs and has previously received six EPA Brownfields Assessment Grants and established a Revolving Loan Fund through grant funding from EPA. BRPC has dedicated and experienced staff responsible for meeting the various requirements of state and federal agencies. BRPC regularly manages federal, state and other grants and has the organizational capacity for carrying out the programmatic, administrative, and financial requirements of the project and grant. In FY21, BRPC was contracted to manage approximately \$5M in state and federal funds. BRPC is committed to retaining project leadership and to successfully completing projects.

### **C. Staff Expertise**

BRPC is active in environmental, land use, transportation, economic and community development, public health, and other comprehensive planning issues. BRPC has the expertise, infrastructure, experience, and knowledge to undertake this project, with robust Environment and Energy, Public Health, and Transportation programs and staff regularly provides educational and technical assistance to municipalities and residents on these topics. Several staff members assigned to this project have air and water quality expertise.

*Resumes for all project staff included in attachments.*

## **Section 7 – Budget**

### **A. Budget Detail**

| <b>Line Item and Itemized Cost</b>   | <b>EPA Funding</b> |
|--|--------------------|
| <b>PERSONNEL</b>   |                    |
| (1) Project Manager @ \$31.97/hr x 10 hrs/wk x 156 wks   | 49,873.20          |
| (4) Project Staff :1 @ \$39.79/hr x 5 hrs/wk x 156 wks, 1 @ \$31.32/hr x 10 hrs/wk x 8 wks, 1 @ \$49/hr x 7 hrs/wk x 15 wks, 1 @ \$57.77/hr x 9 hrs/wk x 3 wks | 40,246.59          |
| (2) Project Supervisors: 1 @ \$57.52/hr x 7 hrs/wk x 12 wks, 1 @ \$60.6/hr x 7 hrs/wk x 12   | 9,926.08           |
| <b>TOTAL PERSONNEL</b>   | <b>100,045.87</b>  |

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|   |                   |
|---|-------------------|
| <b>FRINGE BENEFITS</b>  |                   |
| Fringe rate of 56.41% approved by BRPC's cognizant federal agency   | 56,435.88         |
| <b>TOTAL FRINGE</b>   | <b>56,435.88</b>  |
| <b>TRAVEL</b>   |                   |
| Travel for 24 mi per wk @ \$0.585 mi. x 156 weeks   | 2190.24           |
| <b>TOTAL TRAVEL</b>   | <b>2190.24</b>    |
| <b>SUPPLIES</b>   |                   |
| 300 IQAr Air Visual Pro Indoor Air Sensors measuring PM1.0, PM2.5, PM10, CO2  | 85,743.75         |
| 2 Kids Making Sense Classroom Kits containing 5 cloud-connected Airbeam3 mobile sensors (measuring PM1.0, PM2.5, PM10), 5 associated smart phones, teacher's guide and student workbooks, tech support, access to virtual meetings with air quality scientists  | 5,525             |
| 50 PurpleAir PA-II-SD Outdoor Air Quality Sensors   | 14,079.64         |
| <b>TOTAL SUPPLIES</b>   | <b>105,348.39</b> |
| <b>CONTRACTUAL</b>  |                   |
| Habitat for Humanity (1 at \$25 x 75 hr, 1 @ \$40 x 20 hr), Berkshire Community Action Council (1 @ \$40 x 50), Cooler Communities (1 @ \$40 x 45 hr) project partners not yet determined: 5 @ \$40 x 25, 10 @ \$34.97 x 25 hrs) Steering Committee Orgs (27 @ \$40 x 25 hrs) Steering Committee Residents (36 @ \$34.97 x 25hrs) Steering Committee municipal employees (27 @ \$50 x 25) | 112,440.50        |
| <b>TOTAL CONTRACTUAL</b>  | <b>112,440.50</b> |
| <b>OTHER</b>  |                   |
| Printed materials: 300 brochures on indoor air sensors and air quality issues, 1,000 flyers, other material TBD   | 1000              |
| Community Meeting Logistics   | 4,500             |
| <b>TOTAL OTHER</b>  | <b>5500</b>       |
| <b>INDIRECT CHARGES</b>   |                   |
| Indirect Cost Rate x Personnel = Indirect Costs (Indirect cost rate of 83.59% approved by BRPC's cognizant federal agency)  | 83628.34          |
| <b>TOTAL INDIRECT</b>   | <b>83628.34</b>   |
| <b>TOTAL FUNDING</b>  | <b>465,589.22</b> |
| <b>TOTAL PROJECT COSTS</b>  | <b>465,589.22</b> |

**B. Reasonableness of Costs**

**Personnel:** All personnel covered under this section are BRPC employees.

*Emily Lange, Energy and Environmental Planner, Project manager:* Duties will include all outreach activities, purchase of supplies, reporting requirements, downloading and analyzing sensor data, managing vendors and project partners, tech support.

*Allison Egan, Public Health Senior Planner, Colead:* Duties will include all outreach activities, sensor data analysis and report preparation, preparing educational materials related to public health, liaising with boards of health, equity and justice organizations in the region, and CBOs.

*Sandra Martin, Public Health Planner:* Duties will include advising on best practices for siting air sensors, air quality outreach, liaising with boards of health and the Public Health Alliance.

*Justin Gilmore, Transportation Planner:* Duties will include preparing transportation-related recommendations for semi-annual and final reports and meetings.

*Mark Maloy, GIS & Data Manager:* Duties will storing, cataloging and maintaining data, insuring proper protocols are established and followed, and preparing maps for reports.

*Melissa Provencher & Laura Kitross, Environmental and Public Health Department Managers:* Duties will include providing project oversight and Ms. Provencher will provide QA.

**Travel:** Travel costs include staff reimbursement for personal vehicle transportation from BRPC's office to meetings and outreach activities.

**Supplies:** All air sensors were selected due to high accuracy ratings by the South Coast Air Quality Sensor Performance Evaluation Center.

- 300 IQ Air Visual Pro Indoor Air Sensors will be given to low-income residents throughout the county when they sign up for home energy efficiency upgrades. Sensors will be accompanied by an extensive booklet on indoor air quality hazard remediation. Interested residents will learn to identify hazards, with the help of the sensors, and track progress in air quality as hazards are addressed. At this price point, this technology is generally out of reach for low-income households who tend to live in homes with significant air quality issues. Schools will also be given sensors to make sure indoor environments are healthy for kids as they are especially susceptible to air pollution.
- 2 Kids Making Sense Classroom Kits These kits will be helpful to the project as they come with tech support, access to an air quality scientist, smart phones so participants don't have to use personal phones, and lesson plans to be used by schools. Open-sourced mapping component is user friendly, accessible, and requires no additional technology.
- 50 PurpleAir PA-II-SD Outdoor Air Quality Sensors – There is already a network growing in Berkshire County of PurpleAir sensors. BRPC recently assisted North Adams in procuring 10 for its EJ Areas. They are highly accurate, easy to install and maintain, and the most widely adopted sensor technology in the county with an open-sourced mapping component that makes data accessible to the public.

**Contractual:** A portion of the budget will be reserved for partners not yet identified.

- Each Steering Committee will have approximately 10 members, with 3 municipal representatives, 4 residents of EJ areas, and 3 representatives from relevant organizations. Total time over the 3 years will be approximately 25 hours, divided between monitoring activities, semi-annual progress meetings, and any additional unforeseen needs for meetings.
- Habitat for Humanity will be compensated to pass out air sensors, help residents install them, and discuss how to improve air quality in their homes.
- Cooler Communities will be compensated for conducting educational activities with school groups using mobile sensors to track personal pollution as part of climate change education.
- Berkshire Community Action Council will be compensated for work related to disseminating air sensors to residents making energy efficiency improvements and educating contractors, residents, and partnering organizations on indoor sensor availability and tips for improving indoor air quality.

**Other:**

- Printed materials will include brochures to accompany indoor air sensors and informational flyers that will be distributed at meetings and left in public places on tips to improve air quality and reduce personal exposure.
- A budget of \$500 per community for food, childcare services, and misc. for meetings

**C. Expenditure of Awarded Funds**

BRPC also has the organizational structure to ensure timely and successful expenditure of funds and completion of all technical, administrative, and financial requirements of the project and grant. BRPC has continually operated at a “low-risk” term under agency OMB Circular A-102 regulations. An annual audit of its financial records is conducted by an independent certified public accountant whose responsibility is to evaluate and certify all contract activities. BRPC's management procedures have been determined to be in compliance for such audits.